



USL Staff Reports to the
State Library Board
December 12, 2010 – March 30, 2011

Director's Report
Donna Jones Morris, State Librarian

Legislative Session

The USL Budget was presented this year by the Department of Community and Culture Executive Director Michael Hansen to the Business, Economic Development and Labor Committee. There were many discussions and data given to the legislature and the budget analyst by USL. When the FY2012 budget was approved it was \$244,200 less than FY2011, or a 5.4% drop in the General Fund appropriation. Since FY2010 there has been a 20.36% (\$1,077,200) reduction in the General Fund appropriation. (See the last page of this report for details.)

The FY2012 reduction includes the loss of two full-time positions and the funds for those positions, one Librarian III in Library Development and one Warehouse Worker II in the Blind and Disabled Program. Funds were reduced in the FY2012 budget in the Library Resource Program as listed on the Financial Report.

One of the biggest FY2011 impacts is that USL has been allowed to use budget carry-forward to bring funding for Community Library Enhancement Funds (CLEF) back to almost \$600,000. In FY2012 USL will need to have \$291,900 to fully fund CLEF. CLEF is one of the most important programs provided because it enables libraries to purchase services that libraries need for their patrons, when funds to do so are not in the libraries local budgets.

Multistate Center West

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School. Youth Services Coordinator Matt McLain attended and along with Director Morris represented USL at the Utah Library Media Supervisors meeting held at UELMA. State Data Coordinator Juan Lee represented USL at an outreach table he coordinated featuring USL services for libraries.

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Marketing and Public Relations Jeri Openshaw, Communications Specialist

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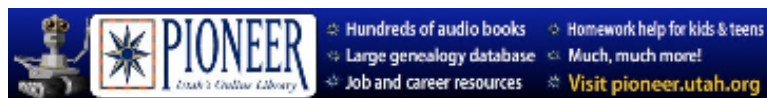
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Library Development
Cheryl Mansen, Assistant Director and Program Manager

State Data

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Youth Services

Youth Services Coordinator McLain has traveled to 41 libraries and branches to introduce himself and promote USL services. Coordinator McLain will be conducting an advanced UPLIFT training for teen services in three locations in April (Brigham City, USL, and Washington County). He will have a "Youth Services in Utah" session at ULA on May 13 at 3 pm. For more information: <http://library.utah.gov/programs/youth/summerReading.html>.

Summer Reading Program

Coordinator McLain announced the "You Are Here" video competition for teens. Teens will create a short video that can be used for the 2011 Summer Reading Program. The Utah winner will receive \$250. Teens across America could see the winning video. The deadline for submissions was March 26, 2011.

LSTA

Grants Coordinator Wever completed and mailed the USL approved LSTA State Program Report for the period October 1, 2008 through September 30, 2010. The report described and itemized the USL use of Institute of Museum and Library Services (IMLS) provided LSTA funds.

Coordinator Wever and Consultant Matthews are working with Utah State University individuals conducting studies to evaluate USL's efforts to communicate with their constituents. This study is a part of the formal evaluation required by IMLS, which is due spring of 2012 and the new plan is due June 2012.

DCC Capital Facilities Grant Applications

USL website has the 2011 Application at: <http://library.utah.gov/grants/capfacilities/index.html> Applications are due no later than June 1, 2011. The online electronic application is being prepared and should be available by April 1.

The Legislature did not fund any of the 2010 projects prioritized by the USL State Library Board.

Outreach

Coordinator Lee and Communications Specialist Openshaw represented USL interests at the Utah Center for the Book organization meeting on March 2nd.

Coordinator Lee represented USL at the UEN American Indian Film Festival steering committee meeting on February 15th that is planning the film festival to take place in the fall of 2011 throughout the State in public facilities, including public libraries.

Coordinator Lee launched a new USL resource web page for tribal libraries on January 5th at: <http://library.utah.gov/programs/tribal/index.html>

Coordinator Lee also posted the Snapshot 2011: One Day in the Life of Utah Libraries wiki at <http://utahlibrariesnapshot.pbworks.com>

Coordinator McLain attended ILEAD U in Springfield, Illinois February 27th through March 1st. ILEAD U (Illinois Lead, Explore, Apply, and Discover) is funded through the Institute of Museum and Library Services and was originally designed for librarians in Illinois to develop leadership, collaboration, and technology skills. In this program librarians identify a community need and work together, develop leadership skills and create a technological resource to help fulfill the need.

Coordinator McLain met with librarians from ten other State Libraries to determine how to adapt the project including the strategic partnerships, best practices, and leadership and collaboration skills to their individual State Libraries. Coordinator McLain stated that "this project could dovetail nicely with the 21st Century Libraries project

we've been discussing. We want to encourage libraries to look beyond materials and see how the library can use community outcomes to direct their plans and become more technologically innovative to assist in service delivery."

Consultant Matthews moderated and Director Morris attended the Utah Library Association Great Issues Forum on the topic of "Today's School Libraries Are Tomorrow's Democracy" on January 13th at the Salt Lake City Library.

Assistant Director Mansen, in partnership with Eccles Health Sciences Library and the Center of Excellence in Women's Health--University of Utah Health Sciences, is administering a grant to sponsor National Women's Health Week and to promote rural libraries as community health information resources.

21st Century Libraries

The anticipated half day pre-conference session at the 2011 ULA Conference was not approved by the ULA Program Board. Therefore, the only 21st Century Library topic presented at ULA Conference will be the 21st Century Trustee presentation, coordinated by Coordinator Lee and ULA Trustee and Friends Roundtable Chair Paul Benner. Staff are working on an alternative presentation to introduce 21st Century Library concepts to the Utah library community.

USL's 21st Century Skills leadership role stated in its Strategic Plan will be established by providing local libraries with a "toolkit" of strategies to help them evolve from wherever they are today into a 21st Century Library for their community. Content for this toolkit is located on the 21st Century Librarianship Wiki at:

<http://21stcenturylibrarianship.wikispaces.com/>

USL is still working to build a collaborative partnership of Utah library organizations including: USL, UALC, UELMA, and ULA, to share resources, lessons learned, and expertise in every aspect of librarianship. USL is also a partner with the Governor's 21st Century Workforce Initiative – UtahFutures.org.

Mobile Libraries

The Bookmobile Program has gone through a number of unexpected changes since the last Utah State Library Board Meeting. Bookmobile Supervisor Livsey lost his long battle with cancer in late December. Since that time Grants Coordinator Wever was assigned to conduct the day-to-day running of the Bookmobile Program, working with Program Manager Mansen. Grants Coordinator Wever has been purchasing books and DVDs for the Bookmobile collections, using LSTA funds. These purchases are used to update and supplement the existing collections of the Bookmobiles statewide. Digital Services Librarian Darci Card has been working on revising the Bookmobile Webpage to meet DCC standards. The revisions and update will provide a site that is customer oriented, with easy to find information and links.

Collection Renewal Project

To assist the materials collections for the mobile libraries during the difficult economic downturn, LSTA funds have been used to revitalize the collections over a three year period. This is the last year of the plan resulting in collections with new and updated materials in children's and adult fiction and non-fiction as well as audiovisuals.

Website Re-design

Efforts are underway to revise and update both the public and private websites for the Bookmobile Program. Revisions will include greater appeal, more friendly usability features and functionality.

USL Annual Mobile Library Conference

Director Morris, Assistant Director Mansen and Mobile library Program Supervisor Wever will host the Annual Conference at USL on June 1st and 2nd. This vital development effort for Mobile Library staff allows them to connect to USL and each other as they receive training and have opportunities to provide valuable information from the field. This year will include training on the statistical reports that the new Symphony ILS provides to analyze and revise services to make improvements for customers and communities. Streamlining services and improving workflows will be key elements of the conference as well.

Utah County Mobile Library

The Utah County Commissioners have requested eliminating 4 stops and reducing 3 others as a response to budget concerns and jurisdiction changes. The reduction of service results in a loss of approximately 8 staff hours/week and will take effect last quarter of this FY. Total quarterly cost reduction to the County is \$4,127.90. Through reallocation of funds in the Utah County Bookmobile budget staff will retain current salary through June 21, 2011.

Library Resources

Craig Neilson, Program Manager

Resource Sharing

The statewide InterLibrary Loan Council of Utah has been revived. This organization, consisting of representatives from all lending libraries in Utah, has been moribund for over a decade. Thanks to the organizational efforts of Continuing Education Coordinator Eggett at USL, this Council once again will be around to supply expertise, input, and encouragement to resource sharing activities among libraries in Utah. Nominations are being accepted for President, VP/President elect, Secretary, Members at large.

USL sponsored a meeting on Feb. 15th wherein a new Interlibrary Loan Code for Utah was adopted. All of Utah's lending libraries were invited; 18 attended in person or via the Internet (Wimba). The policy had been discussed previously by the group, a subcommittee further refined the document, and then it was ready for further discussion and vote on Feb. 15th. All of the lending library directors are now sending in the signed "Interlibrary Loan Code for Utah" to the State Library. This includes largely public and academic libraries.

All Utah library users benefit from healthy, generous resource sharing activities among libraries. Among the issues addressed through the council are ILL fees, types of materials lent, increasing the number of lending libraries, and the encouragement of more cooperative ventures.

In order to benefit new Interlibrary Loan staff, a tutorial was created via Wimba to present the basic steps to completing an interlibrary loan. A link to this archive was presented during the bookmobile meeting on February 28th as an easily accessible link. This tutorial along with others will be rendered through Camtasia and posted to the USL website.

Continuing Education

April's installment of the UPLIFT training series for small library directors features training in children's services. The three-day event features intensive instruction in providing meaningful children's programming and materials on limited budgets. The featured instructor will be esteemed Provo Librarian and author Carla Morris. The training will be held in two locations: Snow College in Ephraim, and the State Library. In conjunction with the Children's Services training, an Advanced Uplift class will be taught in Brigham City, St. George, and at the State Library: Teen Services will be taught by Youth Services Coordinator McLain.

USL will feature a special symposium on facilities building and remodeling on May 4th.

Government Information

New Collections Added

- Utah Vital Statistics, 1939-1997 (Nov 2010, Doug Gould)
- Crime in Utah Reports, 1978-1998 (Nov 2010, Doug Gould)
- Trendlines, 2001-2006 (Nov 2010, Doug Gould)
- Utah Jobs Outlook, 1976-2002 (Nov 2010, Doug Gould)
- Appropriations Reports, 1967-1998 (Nov 2010, Doug Gould)
- Utah Publications Retrieval System, c. 1976-77 (169 publications as of Dec 31, 2010, Doug Gould)
- Quarterly Review, 1967-1975 (Nov 2010, Darci Card)
- Survey Notes, 1976-1996 (Nov 2010, Darci Card)

CLEF Funds

Community Library Enhancement Funds are being distributed to certified public libraries. The funds are distributed according to a formula based on population, need, and effort. This year's Funds total \$565,000.

Encouraging Collaboration

USL is currently soliciting interest in a collaborative ILS project which would provide incentive funds for libraries to collaborate with other libraries in managing a shared ILS system.

Statistics

The downloadable ebooks and audiobooks from Pioneer have seen explosive popularity.

	FY2007	FY2008	FY2009	FY2010	fy2011 est	cost / use
NetLibrary Children's YA				6873	9793	\$3.68
NetLibrary	27,901	39,739	41,514	44185	58,401	\$2.38
Overdrive			19,977	49114	77,524	\$0.49
Media Totals	27,901	39,739	61,491	100,172	145,719	

Blind and Disabled Lisa Nelson, Program Manager

Special Services Coordinator Nelson participated in a live telecourse outreach event with the St. George office of the Division of Services for the Blind and Visually Impaired (DSBVI) on January 28th. Other participants included the Director of the Patient Support Program at the John A. Moran Eye Center, and the Director and staff of DSBVI. Special Services Coordinator Nelson presented information about library services to the audience.

January 10th-12th, National Library Service/Library of Congress Consultant Vickie Collins completed the semi-annual assessment of Utah services to the blind and disabled. She conducted extensive interviews with Administration and all blind line staff members.

Program Manager Bessie Oakes retired January 31, 2011 after 36 years with the Library. An open house was held in her honor and attendees included former colleagues, friends and family. To ease the transition, the hiring process for a new Program Manager began prior to Oakes's retirement. USL's Special Services Coordinator Nelson was hired as Program Manager in January, and assumed duties on February 1, 2011.

USL hired Teksystems to conduct an efficiency study of the Blind Program warehouse and office operations to facilitate the optimization of work flow processes. Teksystems Analyst Tom Hollingsworth will make recommendations and assist with the implementation of efficiencies.

Work resumed with building the USL Reading for the Blind facility at the Utah State Prison after a brief delay. The tentative completion date is late May, 2011.

FINANCIAL REPORT STATE LIBRARY				
FISCAL YEAR FY2011 THRU FEB 28				
			Percent of Year:	66.00%
	FY2010	FY2011		
Revenue by Source	Actual	Budget		
General Fund Base Appropriations	\$4,644,200	\$4,481,800		
General Fund Carryover FY2010		\$235,100		
Federal Funds LSTA	\$1,340,600	\$1,623,300		
Library of Congress Multi State Contract	\$795,000	\$826,000		
County Revenue for Bookmobile Services	\$1,005,700	\$973,000		
Other Blind and Disabled Revenue	\$260,000	\$264,400		
Sale of Surplus Property	\$5,400			
Total	\$8,050,900	\$8,403,600		
	FY2010	FY2011	FY2011	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
Library Administration	\$1,707,900	\$1,781,200	\$1,225,000	68.77%
Library for the Blind and Disabled	\$1,686,900	\$1,653,800	\$1,074,000	64.94%
Library Development	\$ 2,362,600	\$2,694,700	\$1,527,100	56.67%
Library Resources	\$2,058,400	\$2,273,900	\$1,371,900	60.33%
Total	\$7,815,800	\$8,403,600	\$5,198,000	61.85%
UTAH STATE LIBRARY BUDGET REDUCTIONS				
<u>ADMINISTRATION</u>	PREVIOUS	FY2012	TOTAL	
Previous Other Reductions	\$31,400	\$ -	\$31,400	
Total Administration	\$31,400	\$ -	\$31,400	
<u>BLIND AND DISABLED</u>				
Warehouse Worker		\$ 58,400	\$58,400	
Previous Other Reductions	\$219,300		\$219,300	
Total Blind and Disabled	\$219,300	\$58,400	\$277,700	
<u>LIBRARY DEVELOPMENT</u>				
Librarian III Position		\$85,600	\$85,600	
Automotive Technician		\$6,500	\$6,500	
Previous Other Reductions	\$190,200		\$190,200	
Total Library Development	\$190,200	\$92,100	\$282,300	
<u>LIBRARY RESOURCES</u>				
CLEF Grant Reductions	\$274,200	\$17,700	\$291,900	
Lending Support Program		\$26,000	\$26,000	
Pioneer Database	\$48,300	\$50,000	\$98,300	
Previous Other Reductions	\$69,600		\$69,600	
Total Library Resources	\$392,100	\$93,700	\$485,800	
Total Library Reductions	\$801,600	\$244,200	\$1,077,200	
FY2012 Percentage of Reduced General Fund Appropriation		5.4%		
Cumulative Percentage of Reduced General Fund Appropriation			20.36%	



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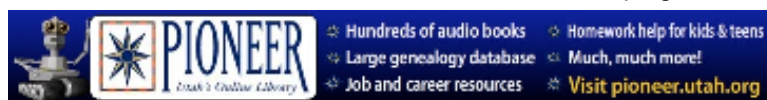
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- Appropriations Reports, 1967-1998 (Nov 2010, Doug Gould)
- Utah Publications Retrieval System, c. 1976-77 (169 publications as of Dec 31, 2010, Doug Gould)
- Quarterly Review, 1967-1975 (Nov 2010, Darci Card)
- Survey Notes, 1976-1996 (Nov 2010, Darci Card)

CLEF Funds

Community Library Enhancement Funds are being distributed to certified public libraries. The funds are distributed according to a formula based on population, need, and effort. This year's Funds total \$565,000.

Encouraging Collaboration

USL is currently soliciting interest in a collaborative ILS project which would provide incentive funds for libraries to collaborate with other libraries in managing a shared ILS system.

Statistics

The downloadable ebooks and audiobooks from Pioneer have seen explosive popularity.

	FY2007	FY2008	FY2009	FY2010	fy2011 est	cost / use
NetLibrary Children's YA				6873	9793	\$3.68
NetLibrary	27,901	39,739	41,514	44185	58,401	\$2.38
Overdrive			19,977	49114	77,524	\$0.49
Media Totals	27,901	39,739	61,491	100,172	145,719	

Blind and Disabled Lisa Nelson, Program Manager

Special Services Coordinator Nelson participated in a live telecourse outreach event with the St. George office of the Division of Services for the Blind and Visually Impaired (DSBVI) on January 28th. Other participants included the Director of the Patient Support Program at the John A. Moran Eye Center, and the Director and staff of DSBVI. Special Services Coordinator Nelson presented information about library services to the audience.

January 10th-12th, National Library Service/Library of Congress Consultant Vickie Collins completed the semi-annual assessment of Utah services to the blind and disabled. She conducted extensive interviews with Administration and all blind line staff members.

Program Manager Bessie Oakes retired January 31, 2011 after 36 years with the Library. An open house was held in her honor and attendees included former colleagues, friends and family. To ease the transition, the hiring process for a new Program Manager began prior to Oakes's retirement. USL's Special Services Coordinator Nelson was hired as Program Manager in January, and assumed duties on February 1, 2011.

USL hired Teksystems to conduct an efficiency study of the Blind Program warehouse and office operations to facilitate the optimization of work flow processes. Teksystems Analyst Tom Hollingsworth will make recommendations and assist with the implementation of efficiencies.

Work resumed with building the USL Reading for the Blind facility at the Utah State Prison after a brief delay. The tentative completion date is late May, 2011.

FINANCIAL REPORT STATE LIBRARY				
FISCAL YEAR FY2011 THRU FEB 28				
			Percent of Year:	66.00%
	FY2010	FY2011		
Revenue by Source	Actual	Budget		
General Fund Base Appropriations	\$4,644,200	\$4,481,800		
General Fund Carryover FY2010		\$235,100		
Federal Funds LSTA	\$1,340,600	\$1,623,300		
Library of Congress Multi State Contract	\$795,000	\$826,000		
County Revenue for Bookmobile Services	\$1,005,700	\$973,000		
Other Blind and Disabled Revenue	\$260,000	\$264,400		
Sale of Surplus Property	\$5,400			
Total	\$8,050,900	\$8,403,600		
	FY2010	FY2011	FY2011	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
Library Administration	\$1,707,900	\$1,781,200	\$1,225,000	68.77%
Library for the Blind and Disabled	\$1,686,900	\$1,653,800	\$1,074,000	64.94%
Library Development	\$ 2,362,600	\$2,694,700	\$1,527,100	56.67%
Library Resources	\$2,058,400	\$2,273,900	\$1,371,900	60.33%
Total	\$7,815,800	\$8,403,600	\$5,198,000	61.85%
UTAH STATE LIBRARY BUDGET REDUCTIONS				
<u>ADMINISTRATION</u>	PREVIOUS	FY2012	TOTAL	
Previous Other Reductions	\$31,400	\$ -	\$31,400	
Total Administration	\$31,400	\$ -	\$31,400	
<u>BLIND AND DISABLED</u>				
Warehouse Worker		\$ 58,400	\$58,400	
Previous Other Reductions	\$219,300		\$219,300	
Total Blind and Disabled	\$219,300	\$58,400	\$277,700	
<u>LIBRARY DEVELOPMENT</u>				
Librarian III Position		\$85,600	\$85,600	
Automotive Technician		\$6,500	\$6,500	
Previous Other Reductions	\$190,200		\$190,200	
Total Library Development	\$190,200	\$92,100	\$282,300	
<u>LIBRARY RESOURCES</u>				
CLEF Grant Reductions	\$274,200	\$17,700	\$291,900	
Lending Support Program		\$26,000	\$26,000	
Pioneer Database	\$48,300	\$50,000	\$98,300	
Previous Other Reductions	\$69,600		\$69,600	
Total Library Resources	\$392,100	\$93,700	\$485,800	
Total Library Reductions	\$801,600	\$244,200	\$1,077,200	
FY2012 Percentage of Reduced General Fund Appropriation		5.4%		
Cumulative Percentage of Reduced General Fund Appropriation			20.36%	



USL Staff Reports to the
State Library Board
December 12, 2010 – March 30, 2011

Director's Report
Donna Jones Morris, State Librarian

Legislative Session

The USL Budget was presented this year by the Department of Community and Culture Executive Director Michael Hansen to the Business, Economic Development and Labor Committee. There were many discussions and data given to the legislature and the budget analyst by USL. When the FY2012 budget was approved it was \$244,200 less than FY2011, or a 5.4% drop in the General Fund appropriation. Since FY2010 there has been a 20.36% (\$1,077,200) reduction in the General Fund appropriation. (See the last page of this report for details.)

The FY2012 reduction includes the loss of two full-time positions and the funds for those positions, one Librarian III in Library Development and one Warehouse Worker II in the Blind and Disabled Program. Funds were reduced in the FY2012 budget in the Library Resource Program as listed on the Financial Report.

One of the biggest FY2011 impacts is that USL has been allowed to use budget carry-forward to bring funding for Community Library Enhancement Funds (CLEF) back to almost \$600,000. In FY2012 USL will need to have \$291,900 to fully fund CLEF. CLEF is one of the most important programs provided because it enables libraries to purchase services that libraries need for their patrons, when funds to do so are not in the libraries local budgets.

Multistate Center West

The response to the bid for the Multistate Center West (MSCW) contract was completed and submitted March 5th. The MSCW is housed in the USL building, and is contracted to send reading materials/supplies to National Library Service network libraries located west of the Mississippi River. March 30th the Library of Congress informed USL that the Utah bid was accepted and that USL will receive **\$3,783,089** to provide this service for the next five years.

Represented USL

January 7th, Director Morris attended a Chief Officers of State Library Agencies (COSLA) meeting of all state librarians that was held in San Diego, via the phone to save travel costs. She was able to attend only the part of the meeting that was available remotely.

Director Morris, Grants Coordinator Sara Weaver and Consultant Steve Matthews attended the IMLS Grants to States workshop in Baltimore, MD on March 14th through 16th to receive vital information from IMLS regarding the evaluation of USL's current LSTA Five Year Plan (2008 – 2012), and the development of a new LSTA Five Year Plan (2013 – 2017).

Director Morris represented USL at UEN Steering Committee Meetings December 17th and February 18th.

Director Morris and Administrative Secretary Ronald Van Harten organized the February 24th Metropolitan Area Director's meeting that Director Morris attended at Salt Lake City Public Library.

Director Morris represented USL at the March 4th Utah Library Association Board meeting at Salt Lake County Whitmore Library.

Director Morris and Program Manager Craig Neilson attended the UtahFutures Steering Committee meeting March 10th.

USL was well represented at the annual meeting of school librarians. Director Morris spoke at the opening session of the Utah Educational Library Media Association (UELMA) Conference March 25th at Taylorsville High

School. Youth Services Coordinator Matt McLain attended and along with Director Morris represented USL at the Utah Library Media Supervisors meeting held at UELMA. State Data Coordinator Juan Lee represented USL at an outreach table he coordinated featuring USL services for libraries.

Director Donna Jones Morris and staff members visited the **Governor's Mansion** on March 29th to discuss inventory and organization of the Mansion Library collection.

Media

Director Morris was interviewed by Reporter Sarah Miley from the Tooele Transcript on January 11th concerning Tooele County Bookmobile service provided through the Utah State Library contract with Tooele County. USL Communication Specialist Jeri Openshaw coordinated and assisted with the interview. The interview resulted in an article that spanned over half of two newspaper pages.

Director Morris was interviewed by Reporter Cathy Allred from the Provo Daily Herald on February 17th for an article about Utah County-Cedar Fort Bookmobile service.

On March 10th Disney Radio interviewed Director Morris. This was organized by Communication Specialist Openshaw, who assisted with the thirty minute interview which aired March 27th.

Recognition

Director Morris and State Library Data Coordinator Lee were awarded the Institute of Museum and Library Services **John G. Lorenz Award** for timely and accurate submission of State Library Agency data for Fiscal Year 2009."

Staff Changes

Douglas Livsey	12-27-10	Bookmobile Supervisor passed away
Sara Wever	1-3-11	Continued as Bookmobile Supervisor working with Program Manager Cheryl Mansen
Bessie Oakes	1-31-11	Blind and Disabled Program Manager retired
Lisa Nelson	2-1-11	Librarian III was selected as the new USL Blind and Disabled Program Manager
Sarah Pitkin	3-18-11	Librarian III was designated supervisor of: Library Tech III Jan Sonshine Library Tech I Michael Harris Office Tech II Sharon Chalmers Warehouse Worker I Vince Silas
Ronald Van Harten	3-18-11	Administrative Secretary was designated supervisor of: Contracts Analyst Julie Anderson Executive Secretary MaryEllen Martinez Executive Secretary Diana Walker Library Tech II Vicki Smith

Marketing and Public Relations Jeri Openshaw, Communications Specialist

Press Activity

Northern Utah Senior Directory Ad campaign for Blind and Disabled Services runs through January 2012 . January 20th Tooele Transcript Reporter Sarah Miley rolls out "Words on Wheels" reporting that Tooele Bookmobile has served rural communities for over 50 years.

Appointment of new Program Manager Lisa Nelson reported on February 3rd by Associated Press, CW30, KSL and Main Street Business Magazine.

February 18th Provo Daily Herald Reporter Cathy Allred wrote about a popular mobile library, Cedar Fort Bookmobile.

PROJECTS

Communications Specialist Openshaw developed USL Executive Summary design and content and is now posted on USL web site: http://library.utah.gov/documents/Executive_summary2011.pdf



Communications Specialist Openshaw attended monthly KUED Reading Marathon meetings – the actual event took place on January 22nd and USL displayed items pertaining to blind and disabled services. Over 3500 people attended the exhibit which focuses on literacy for everyone. USL's Michael Harris Brailled the names of the attendees on Braille alphabet cards provided by the Library of Congress. It is a very popular exhibit at the annual event. This will be the fifth year USL has been involved.

She attended four Utah Cultural Alliance meetings and one retreat. Meetings revolved around planning the legislative forums and determining what cultural issues to focus on in 2011. Forums will include Andrea Wilko.

Communications Specialist Openshaw contacted Utah Senator Reed Smoot's grandson – Reed Smoot and the Senator's cousin Kathryn Egan regarding ideas for the upcoming celebration of 80 years of the talking book. USL will put together displays and plan events that all Utah libraries can participate in.

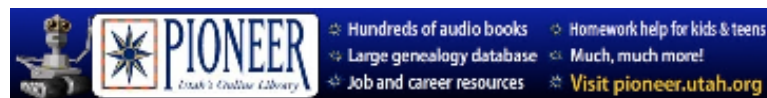
Communications Specialist Openshaw contacted Gail McCollough from the SLC Main library who will work with USL to display items from 80 years of the talking book.

She is preparing collateral materials to send out with consultants to Utah libraries celebrating 80 years of the talking book. Materials will include information on Reed Smoot – the Utah Senator who sponsored the bill 80 years ago.



Communication Specialist Openshaw has placed many promotional items on YouTube which include PSAs and other video captures that spotlight USL services.

She attended PIONEER – Utah's Online Library meeting and discussed ideas for a different way to promote it. She is working with FOX13 TV on a web-based PIONEER media campaign to include this animated character.



Communications Specialist Openshaw identified and distributed materials for blind and disabled services to government agencies and other organizations that would be suitable sources to place outreach. Developing additional materials to place in appropriate offices

She registered with Jennifer Powell at OCLC to use promotional materials for the Geek Your Library Campaign. Have determined the campaign will be a good theme for National Library week in April 2011. Have had several conversations with Jennifer and are working on details of the campaign.

Communications Specialist Openshaw is working with Continuing Education Coordinator Colleen Eggett to schedule a media/communications training for librarians and USL staff – it will focus on proper use of social networking and national social networking attorney Randy Dryer will be the guest on April 26, 2011.

Communications Specialist Openshaw attended Social Media Training offered free through Fluid Studio Educational Training. Will share info and powerpoint presentation with USL staff.

She scheduled PIONEER quick facts to air on KSL's Business Report with Chris Redgrave – these will air frequently during the "Speaking on Business" report.

Communications Specialist Openshaw developed materials to send to NLS for the Library of the Year Award March 10th.

Communications Specialist Openshaw attended Adobe Photoshop training through CareerTrack and developed a new brochure for UPLIFT trainings.

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School. Youth Services Coordinator Matt McLain attended and along with Director Morris represented USL at the Utah Library Media Supervisors meeting held at UELMA. State Data Coordinator Juan Lee represented USL at an outreach table he coordinated featuring USL services for libraries.

Director Donna Jones Morris and staff members visited the **Governor's Mansion** on March 29th to discuss inventory and organization of the Mansion Library collection.

Media

Director Morris was interviewed by Reporter Sarah Miley from the Tooele Transcript on January 11th concerning Tooele County Bookmobile service provided through the Utah State Library contract with Tooele County. USL Communication Specialist Jeri Openshaw coordinated and assisted with the interview. The interview resulted in an article that spanned over half of two newspaper pages.

Director Morris was interviewed by Reporter Cathy Allred from the Provo Daily Herald on February 17th for an article about Utah County-Cedar Fort Bookmobile service.

On March 10th Disney Radio interviewed Director Morris. This was organized by Communication Specialist Openshaw, who assisted with the thirty minute interview which aired March 27th.

Recognition

Director Morris and State Library Data Coordinator Lee were awarded the Institute of Museum and Library Services **John G. Lorenz Award** for timely and accurate submission of State Library Agency data for Fiscal Year 2009."

Staff Changes

Douglas Livsey	12-27-10	Bookmobile Supervisor passed away
Sara Wever	1-3-11	Continued as Bookmobile Supervisor working with Program Manager Cheryl Mansen
Bessie Oakes	1-31-11	Blind and Disabled Program Manager retired
Lisa Nelson	2-1-11	Librarian III was selected as the new USL Blind and Disabled Program Manager
Sarah Pitkin	3-18-11	Librarian III was designated supervisor of: Library Tech III Jan Sonshine Library Tech I Michael Harris Office Tech II Sharon Chalmers Warehouse Worker I Vince Silas
Ronald Van Harten	3-18-11	Administrative Secretary was designated supervisor of: Contracts Analyst Julie Anderson Executive Secretary MaryEllen Martinez Executive Secretary Diana Walker Library Tech II Vicki Smith

Marketing and Public Relations Jeri Openshaw, Communications Specialist

Press Activity

Northern Utah Senior Directory Ad campaign for Blind and Disabled Services runs through January 2012 . January 20th Tooele Transcript Reporter Sarah Miley rolls out "Words on Wheels" reporting that Tooele Bookmobile has served rural communities for over 50 years.

Appointment of new Program Manager Lisa Nelson reported on February 3rd by Associated Press, CW30, KSL and Main Street Business Magazine.

February 18th Provo Daily Herald Reporter Cathy Allred wrote about a popular mobile library, Cedar Fort Bookmobile.

PROJECTS

Communications Specialist Openshaw developed USL Executive Summary design and content and is now posted on USL web site: http://library.utah.gov/documents/Executive_summary2011.pdf



Communications Specialist Openshaw attended monthly KUED Reading Marathon meetings – the actual event took place on January 22nd and USL displayed items pertaining to blind and disabled services. Over 3500 people attended the exhibit which focuses on literacy for everyone. USL's Michael Harris Brailled the names of the attendees on Braille alphabet cards provided by the Library of Congress. It is a very popular exhibit at the annual event. This will be the fifth year USL has been involved.

She attended four Utah Cultural Alliance meetings and one retreat. Meetings revolved around planning the legislative forums and determining what cultural issues to focus on in 2011. Forums will include Andrea Wilko.

Communications Specialist Openshaw contacted Utah Senator Reed Smoot's grandson – Reed Smoot and the Senator's cousin Kathryn Egan regarding ideas for the upcoming celebration of 80 years of the talking book. USL will put together displays and plan events that all Utah libraries can participate in.

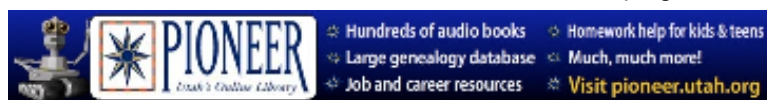
Communications Specialist Openshaw contacted Gail McCollough from the SLC Main library who will work with USL to display items from 80 years of the talking book.

She is preparing collateral materials to send out with consultants to Utah libraries celebrating 80 years of the talking book. Materials will include information on Reed Smoot – the Utah Senator who sponsored the bill 80 years ago.



Communication Specialist Openshaw has placed many promotional items on YouTube which include PSAs and other video captures that spotlight USL services.

She attended PIONEER – Utah's Online Library meeting and discussed ideas for a different way to promote it. She is working with FOX13 TV on a web-based PIONEER media campaign to include this animated character.



Communications Specialist Openshaw identified and distributed materials for blind and disabled services to government agencies and other organizations that would be suitable sources to place outreach. Developing additional materials to place in appropriate offices

She registered with Jennifer Powell at OCLC to use promotional materials for the Geek Your Library Campaign. Have determined the campaign will be a good theme for National Library week in April 2011. Have had several conversations with Jennifer and are working on details of the campaign.

Communications Specialist Openshaw is working with Continuing Education Coordinator Colleen Eggett to schedule a media/communications training for librarians and USL staff – it will focus on proper use of social networking and national social networking attorney Randy Dryer will be the guest on April 26, 2011.

Communications Specialist Openshaw attended Social Media Training offered free through Fluid Studio Educational Training. Will share info and powerpoint presentation with USL staff.

She scheduled PIONEER quick facts to air on KSL's Business Report with Chris Redgrave – these will air frequently during the "Speaking on Business" report.

Communications Specialist Openshaw developed materials to send to NLS for the Library of the Year Award March 10th.

Communications Specialist Openshaw attended Adobe Photoshop training through CareerTrack and developed a new brochure for UPLIFT trainings.

Library Development **Cheryl Mansen, Assistant Director and Program Manager**

State Data

State Data Coordinator Lee published the data from Utah cities annual reports found at: <http://library.utah.gov/programs/development/statistics/index.html> there are PDF and XLS forms of the data analysis. Annual Report data from Utah counties is due March 31st, and the full Utah Annual Report Data is due to NCES in June.

Youth Services

Youth Services Coordinator McLain has traveled to 41 libraries and branches to introduce himself and promote USL services. Coordinator McLain will be conducting an advanced UPLIFT training for teen services in three locations in April (Brigham City, USL, and Washington County). He will have a "Youth Services in Utah" session at ULA on May 13 at 3 pm. For more information: <http://library.utah.gov/programs/youth/summerReading.html>.

Summer Reading Program

Coordinator McLain announced the "You Are Here" video competition for teens. Teens will create a short video that can be used for the 2011 Summer Reading Program. The Utah winner will receive \$250. Teens across America could see the winning video. The deadline for submissions was March 26, 2011.

LSTA

Grants Coordinator Wever completed and mailed the USL approved LSTA State Program Report for the period October 1, 2008 through September 30, 2010. The report described and itemized the USL use of Institute of Museum and Library Services (IMLS) provided LSTA funds.

Coordinator Wever and Consultant Matthews are working with Utah State University individuals conducting studies to evaluate USL's efforts to communicate with their constituents. This study is a part of the formal evaluation required by IMLS, which is due spring of 2012 and the new plan is due June 2012.

DCC Capital Facilities Grant Applications

USL website has the 2011 Application at: <http://library.utah.gov/grants/capfacilities/index.html> Applications are due no later than June 1, 2011. The online electronic application is being prepared and should be available by April 1.

The Legislature did not fund any of the 2010 projects prioritized by the USL State Library Board.

Outreach

Coordinator Lee and Communications Specialist Openshaw represented USL interests at the Utah Center for the Book organization meeting on March 2nd.

Coordinator Lee represented USL at the UEN American Indian Film Festival steering committee meeting on February 15th that is planning the film festival to take place in the fall of 2011 throughout the State in public facilities, including public libraries.

Coordinator Lee launched a new USL resource web page for tribal libraries on January 5th at: <http://library.utah.gov/programs/tribal/index.html>

Coordinator Lee also posted the Snapshot 2011: One Day in the Life of Utah Libraries wiki at <http://utahlibrariesnapshot.pbworks.com>

Coordinator McLain attended ILEAD U in Springfield, Illinois February 27th through March 1st. ILEAD U (Illinois Lead, Explore, Apply, and Discover) is funded through the Institute of Museum and Library Services and was originally designed for librarians in Illinois to develop leadership, collaboration, and technology skills. In this program librarians identify a community need and work together, develop leadership skills and create a technological resource to help fulfill the need.

Coordinator McLain met with librarians from ten other State Libraries to determine how to adapt the project including the strategic partnerships, best practices, and leadership and collaboration skills to their individual State Libraries. Coordinator McLain stated that "this project could dovetail nicely with the 21st Century Libraries project

we've been discussing. We want to encourage libraries to look beyond materials and see how the library can use community outcomes to direct their plans and become more technologically innovative to assist in service delivery."

Consultant Matthews moderated and Director Morris attended the Utah Library Association Great Issues Forum on the topic of "Today's School Libraries Are Tomorrow's Democracy" on January 13th at the Salt Lake City Library.

Assistant Director Mansen, in partnership with Eccles Health Sciences Library and the Center of Excellence in Women's Health--University of Utah Health Sciences, is administering a grant to sponsor National Women's Health Week and to promote rural libraries as community health information resources.

21st Century Libraries

The anticipated half day pre-conference session at the 2011 ULA Conference was not approved by the ULA Program Board. Therefore, the only 21st Century Library topic presented at ULA Conference will be the 21st Century Trustee presentation, coordinated by Coordinator Lee and ULA Trustee and Friends Roundtable Chair Paul Benner. Staff are working on an alternative presentation to introduce 21st Century Library concepts to the Utah library community.

USL's 21st Century Skills leadership role stated in its Strategic Plan will be established by providing local libraries with a "toolkit" of strategies to help them evolve from wherever they are today into a 21st Century Library for their community. Content for this toolkit is located on the 21st Century Librarianship Wiki at:

<http://21stcenturylibrarianship.wikispaces.com/>

USL is still working to build a collaborative partnership of Utah library organizations including: USL, UALC, UELMA, and ULA, to share resources, lessons learned, and expertise in every aspect of librarianship. USL is also a partner with the Governor's 21st Century Workforce Initiative – UtahFutures.org.

Mobile Libraries

The Bookmobile Program has gone through a number of unexpected changes since the last Utah State Library Board Meeting. Bookmobile Supervisor Livsey lost his long battle with cancer in late December. Since that time Grants Coordinator Wever was assigned to conduct the day-to-day running of the Bookmobile Program, working with Program Manager Mansen. Grants Coordinator Wever has been purchasing books and DVDs for the Bookmobile collections, using LSTA funds. These purchases are used to update and supplement the existing collections of the Bookmobiles statewide. Digital Services Librarian Darci Card has been working on revising the Bookmobile Webpage to meet DCC standards. The revisions and update will provide a site that is customer oriented, with easy to find information and links.

Collection Renewal Project

To assist the materials collections for the mobile libraries during the difficult economic downturn, LSTA funds have been used to revitalize the collections over a three year period. This is the last year of the plan resulting in collections with new and updated materials in children's and adult fiction and non-fiction as well as audiovisuals.

Website Re-design

Efforts are underway to revise and update both the public and private websites for the Bookmobile Program. Revisions will include greater appeal, more friendly usability features and functionality.

USL Annual Mobile Library Conference

Director Morris, Assistant Director Mansen and Mobile library Program Supervisor Wever will host the Annual Conference at USL on June 1st and 2nd. This vital development effort for Mobile Library staff allows them to connect to USL and each other as they receive training and have opportunities to provide valuable information from the field. This year will include training on the statistical reports that the new Symphony ILS provides to analyze and revise services to make improvements for customers and communities. Streamlining services and improving workflows will be key elements of the conference as well.

Utah County Mobile Library

The Utah County Commissioners have requested eliminating 4 stops and reducing 3 others as a response to budget concerns and jurisdiction changes. The reduction of service results in a loss of approximately 8 staff hours/week and will take effect last quarter of this FY. Total quarterly cost reduction to the County is \$4,127.90. Through reallocation of funds in the Utah County Bookmobile budget staff will retain current salary through June 21, 2011.

Library Resources

Craig Neilson, Program Manager

Resource Sharing

The statewide InterLibrary Loan Council of Utah has been revived. This organization, consisting of representatives from all lending libraries in Utah, has been moribund for over a decade. Thanks to the organizational efforts of Continuing Education Coordinator Eggett at USL, this Council once again will be around to supply expertise, input, and encouragement to resource sharing activities among libraries in Utah. Nominations are being accepted for President, VP/President elect, Secretary, Members at large.

USL sponsored a meeting on Feb. 15th wherein a new Interlibrary Loan Code for Utah was adopted. All of Utah's lending libraries were invited; 18 attended in person or via the Internet (Wimba). The policy had been discussed previously by the group, a subcommittee further refined the document, and then it was ready for further discussion and vote on Feb. 15th. All of the lending library directors are now sending in the signed "Interlibrary Loan Code for Utah" to the State Library. This includes largely public and academic libraries.

All Utah library users benefit from healthy, generous resource sharing activities among libraries. Among the issues addressed through the council are ILL fees, types of materials lent, increasing the number of lending libraries, and the encouragement of more cooperative ventures.

In order to benefit new Interlibrary Loan staff, a tutorial was created via Wimba to present the basic steps to completing an interlibrary loan. A link to this archive was presented during the bookmobile meeting on February 28th as an easily accessible link. This tutorial along with others will be rendered through Camtasia and posted to the USL website.

Continuing Education

April's installment of the UPLIFT training series for small library directors features training in children's services. The three-day event features intensive instruction in providing meaningful children's programming and materials on limited budgets. The featured instructor will be esteemed Provo Librarian and author Carla Morris. The training will be held in two locations: Snow College in Ephraim, and the State Library. In conjunction with the Children's Services training, an Advanced Uplift class will be taught in Brigham City, St. George, and at the State Library: Teen Services will be taught by Youth Services Coordinator McLain.

USL will feature a special symposium on facilities building and remodeling on May 4th.

Government Information

New Collections Added

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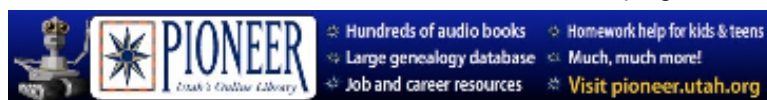
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Assistant Director Mansen, in partnership with Eccles Health Sciences Library and the Center of Excellence in Women's Health--University of Utah Health Sciences, is administering a grant to sponsor National Women's Health Week and to promote rural libraries as community health information resources.

21st Century Libraries

The anticipated half day pre-conference session at the 2011 ULA Conference was not approved by the ULA Program Board. Therefore, the only 21st Century Library topic presented at ULA Conference will be the 21st Century Trustee presentation, coordinated by Coordinator Lee and ULA Trustee and Friends Roundtable Chair Paul Benner. Staff are working on an alternative presentation to introduce 21st Century Library concepts to the Utah library community.

USL's 21st Century Skills leadership role stated in its Strategic Plan will be established by providing local libraries with a "toolkit" of strategies to help them evolve from wherever they are today into a 21st Century Library for their community. Content for this toolkit is located on the 21st Century Librarianship Wiki at:

<http://21stcenturylibrarianship.wikispaces.com/>

USL is still working to build a collaborative partnership of Utah library organizations including: USL, UALC, UELMA, and ULA, to share resources, lessons learned, and expertise in every aspect of librarianship. USL is also a partner with the Governor's 21st Century Workforce Initiative – UtahFutures.org.

Mobile Libraries

The Bookmobile Program has gone through a number of unexpected changes since the last Utah State Library Board Meeting. Bookmobile Supervisor Livsey lost his long battle with cancer in late December. Since that time Grants Coordinator Wever was assigned to conduct the day-to-day running of the Bookmobile Program, working with Program Manager Mansen. Grants Coordinator Wever has been purchasing books and DVDs for the Bookmobile collections, using LSTA funds. These purchases are used to update and supplement the existing collections of the Bookmobiles statewide. Digital Services Librarian Darci Card has been working on revising the Bookmobile Webpage to meet DCC standards. The revisions and update will provide a site that is customer oriented, with easy to find information and links.

Collection Renewal Project

To assist the materials collections for the mobile libraries during the difficult economic downturn, LSTA funds have been used to revitalize the collections over a three year period. This is the last year of the plan resulting in collections with new and updated materials in children's and adult fiction and non-fiction as well as audiovisuals.

Website Re-design

Efforts are underway to revise and update both the public and private websites for the Bookmobile Program. Revisions will include greater appeal, more friendly usability features and functionality.

USL Annual Mobile Library Conference

Director Morris, Assistant Director Mansen and Mobile library Program Supervisor Wever will host the Annual Conference at USL on June 1st and 2nd. This vital development effort for Mobile Library staff allows them to connect to USL and each other as they receive training and have opportunities to provide valuable information from the field. This year will include training on the statistical reports that the new Symphony ILS provides to analyze and revise services to make improvements for customers and communities. Streamlining services and improving workflows will be key elements of the conference as well.

Utah County Mobile Library

The Utah County Commissioners have requested eliminating 4 stops and reducing 3 others as a response to budget concerns and jurisdiction changes. The reduction of service results in a loss of approximately 8 staff hours/week and will take effect last quarter of this FY. Total quarterly cost reduction to the County is \$4,127.90. Through reallocation of funds in the Utah County Bookmobile budget staff will retain current salary through June 21, 2011.

Library Resources

Craig Neilson, Program Manager

Resource Sharing

The statewide InterLibrary Loan Council of Utah has been revived. This organization, consisting of representatives from all lending libraries in Utah, has been moribund for over a decade. Thanks to the organizational efforts of Continuing Education Coordinator Eggett at USL, this Council once again will be around to supply expertise, input, and encouragement to resource sharing activities among libraries in Utah. Nominations are being accepted for President, VP/President elect, Secretary, Members at large.

USL sponsored a meeting on Feb. 15th wherein a new Interlibrary Loan Code for Utah was adopted. All of Utah's lending libraries were invited; 18 attended in person or via the Internet (Wimba). The policy had been discussed previously by the group, a subcommittee further refined the document, and then it was ready for further discussion and vote on Feb. 15th. All of the lending library directors are now sending in the signed "Interlibrary Loan Code for Utah" to the State Library. This includes largely public and academic libraries.

All Utah library users benefit from healthy, generous resource sharing activities among libraries. Among the issues addressed through the council are ILL fees, types of materials lent, increasing the number of lending libraries, and the encouragement of more cooperative ventures.

In order to benefit new Interlibrary Loan staff, a tutorial was created via Wimba to present the basic steps to completing an interlibrary loan. A link to this archive was presented during the bookmobile meeting on February 28th as an easily accessible link. This tutorial along with others will be rendered through Camtasia and posted to the USL website.

Continuing Education

April's installment of the UPLIFT training series for small library directors features training in children's services. The three-day event features intensive instruction in providing meaningful children's programming and materials on limited budgets. The featured instructor will be esteemed Provo Librarian and author Carla Morris. The training will be held in two locations: Snow College in Ephraim, and the State Library. In conjunction with the Children's Services training, an Advanced Uplift class will be taught in Brigham City, St. George, and at the State Library: Teen Services will be taught by Youth Services Coordinator McLain.

USL will feature a special symposium on facilities building and remodeling on May 4th.

Government Information

New Collections Added

- Utah Vital Statistics, 1939-1997 (Nov 2010, Doug Gould)
- Crime in Utah Reports, 1978-1998 (Nov 2010, Doug Gould)
- Trendlines, 2001-2006 (Nov 2010, Doug Gould)
- Utah Jobs Outlook, 1976-2002 (Nov 2010, Doug Gould)
- Appropriations Reports, 1967-1998 (Nov 2010, Doug Gould)
- Utah Publications Retrieval System, c. 1976-77 (169 publications as of Dec 31, 2010, Doug Gould)
- Quarterly Review, 1967-1975 (Nov 2010, Darci Card)
- Survey Notes, 1976-1996 (Nov 2010, Darci Card)

CLEF Funds

Community Library Enhancement Funds are being distributed to certified public libraries. The funds are distributed according to a formula based on population, need, and effort. This year's Funds total \$565,000.

Encouraging Collaboration

USL is currently soliciting interest in a collaborative ILS project which would provide incentive funds for libraries to collaborate with other libraries in managing a shared ILS system.

Statistics

The downloadable ebooks and audiobooks from Pioneer have seen explosive popularity.

	FY2007	FY2008	FY2009	FY2010	fy2011 est	cost / use
NetLibrary Children's YA				6873	9793	\$3.68
NetLibrary	27,901	39,739	41,514	44185	58,401	\$2.38
Overdrive			19,977	49114	77,524	\$0.49
Media Totals	27,901	39,739	61,491	100,172	145,719	

Blind and Disabled Lisa Nelson, Program Manager

Special Services Coordinator Nelson participated in a live telecourse outreach event with the St. George office of the Division of Services for the Blind and Visually Impaired (DSBVI) on January 28th. Other participants included the Director of the Patient Support Program at the John A. Moran Eye Center, and the Director and staff of DSBVI. Special Services Coordinator Nelson presented information about library services to the audience.

January 10th-12th, National Library Service/Library of Congress Consultant Vickie Collins completed the semi-annual assessment of Utah services to the blind and disabled. She conducted extensive interviews with Administration and all blind line staff members.

Program Manager Bessie Oakes retired January 31, 2011 after 36 years with the Library. An open house was held in her honor and attendees included former colleagues, friends and family. To ease the transition, the hiring process for a new Program Manager began prior to Oakes's retirement. USL's Special Services Coordinator Nelson was hired as Program Manager in January, and assumed duties on February 1, 2011.

USL hired Teksystems to conduct an efficiency study of the Blind Program warehouse and office operations to facilitate the optimization of work flow processes. Teksystems Analyst Tom Hollingsworth will make recommendations and assist with the implementation of efficiencies.

Work resumed with building the USL Reading for the Blind facility at the Utah State Prison after a brief delay. The tentative completion date is late May, 2011.

FINANCIAL REPORT STATE LIBRARY				
FISCAL YEAR FY2011 THRU FEB 28				
			Percent of Year:	66.00%
	FY2010	FY2011		
Revenue by Source	Actual	Budget		
General Fund Base Appropriations	\$4,644,200	\$4,481,800		
General Fund Carryover FY2010		\$235,100		
Federal Funds LSTA	\$1,340,600	\$1,623,300		
Library of Congress Multi State Contract	\$795,000	\$826,000		
County Revenue for Bookmobile Services	\$1,005,700	\$973,000		
Other Blind and Disabled Revenue	\$260,000	\$264,400		
Sale of Surplus Property	\$5,400			
Total	\$8,050,900	\$8,403,600		
	FY2010	FY2011	FY2011	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
Library Administration	\$1,707,900	\$1,781,200	\$1,225,000	68.77%
Library for the Blind and Disabled	\$1,686,900	\$1,653,800	\$1,074,000	64.94%
Library Development	\$ 2,362,600	\$2,694,700	\$1,527,100	56.67%
Library Resources	\$2,058,400	\$2,273,900	\$1,371,900	60.33%
Total	\$7,815,800	\$8,403,600	\$5,198,000	61.85%
UTAH STATE LIBRARY BUDGET REDUCTIONS				
<u>ADMINISTRATION</u>	PREVIOUS	FY2012	TOTAL	
Previous Other Reductions	\$31,400	\$ -	\$31,400	
Total Administration	\$31,400	\$ -	\$31,400	
<u>BLIND AND DISABLED</u>				
Warehouse Worker		\$ 58,400	\$58,400	
Previous Other Reductions	\$219,300		\$219,300	
Total Blind and Disabled	\$219,300	\$58,400	\$277,700	
<u>LIBRARY DEVELOPMENT</u>				
Librarian III Position		\$85,600	\$85,600	
Automotive Technician		\$6,500	\$6,500	
Previous Other Reductions	\$190,200		\$190,200	
Total Library Development	\$190,200	\$92,100	\$282,300	
<u>LIBRARY RESOURCES</u>				
CLEF Grant Reductions	\$274,200	\$17,700	\$291,900	
Lending Support Program		\$26,000	\$26,000	
Pioneer Database	\$48,300	\$50,000	\$98,300	
Previous Other Reductions	\$69,600		\$69,600	
Total Library Resources	\$392,100	\$93,700	\$485,800	
Total Library Reductions	\$801,600	\$244,200	\$1,077,200	
FY2012 Percentage of Reduced General Fund Appropriation		5.4%		
Cumulative Percentage of Reduced General Fund Appropriation			20.36%	



USL Staff Reports to the
State Library Board
December 12, 2010 – March 30, 2011

Director's Report
Donna Jones Morris, State Librarian

Legislative Session

The USL Budget was presented this year by the Department of Community and Culture Executive Director Michael Hansen to the Business, Economic Development and Labor Committee. There were many discussions and data given to the legislature and the budget analyst by USL. When the FY2012 budget was approved it was \$244,200 less than FY2011, or a 5.4% drop in the General Fund appropriation. Since FY2010 there has been a 20.36% (\$1,077,200) reduction in the General Fund appropriation. (See the last page of this report for details.)

The FY2012 reduction includes the loss of two full-time positions and the funds for those positions, one Librarian III in Library Development and one Warehouse Worker II in the Blind and Disabled Program. Funds were reduced in the FY2012 budget in the Library Resource Program as listed on the Financial Report.

One of the biggest FY2011 impacts is that USL has been allowed to use budget carry-forward to bring funding for Community Library Enhancement Funds (CLEF) back to almost \$600,000. In FY2012 USL will need to have \$291,900 to fully fund CLEF. CLEF is one of the most important programs provided because it enables libraries to purchase services that libraries need for their patrons, when funds to do so are not in the libraries local budgets.

Multistate Center West

The response to the bid for the Multistate Center West (MSCW) contract was completed and submitted March 5th. The MSCW is housed in the USL building, and is contracted to send reading materials/supplies to National Library Service network libraries located west of the Mississippi River. March 30th the Library of Congress informed USL that the Utah bid was accepted and that USL will receive **\$3,783,089** to provide this service for the next five years.

Represented USL

January 7th, Director Morris attended a Chief Officers of State Library Agencies (COSLA) meeting of all state librarians that was held in San Diego, via the phone to save travel costs. She was able to attend only the part of the meeting that was available remotely.

Director Morris, Grants Coordinator Sara Weaver and Consultant Steve Matthews attended the IMLS Grants to States workshop in Baltimore, MD on March 14th through 16th to receive vital information from IMLS regarding the evaluation of USL's current LSTA Five Year Plan (2008 – 2012), and the development of a new LSTA Five Year Plan (2013 – 2017).

Director Morris represented USL at UEN Steering Committee Meetings December 17th and February 18th.

Director Morris and Administrative Secretary Ronald Van Harten organized the February 24th Metropolitan Area Director's meeting that Director Morris attended at Salt Lake City Public Library.

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Other Blind and Disabled Revenue	\$260,000	\$264,400		
Sale of Surplus Property	\$5,400			
Total	\$8,050,900	\$8,403,600		
	FY2010	FY2011	FY2011	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
Library Administration	\$1,707,900	\$1,781,200	\$1,225,000	68.77%
Library for the Blind and Disabled	\$1,686,900	\$1,653,800	\$1,074,000	64.94%
Library Development	\$ 2,362,600	\$2,694,700	\$1,527,100	56.67%
Library Resources	\$2,058,400	\$2,273,900	\$1,371,900	60.33%
Total	\$7,815,800	\$8,403,600	\$5,198,000	61.85%
UTAH STATE LIBRARY BUDGET REDUCTIONS				
<u>ADMINISTRATION</u>	PREVIOUS	FY2012	TOTAL	
Previous Other Reductions	\$31,400	\$ -	\$31,400	
Total Administration	\$31,400	\$ -	\$31,400	
<u>BLIND AND DISABLED</u>				
Warehouse Worker		\$ 58,400	\$58,400	
Previous Other Reductions	\$219,300		\$219,300	
Total Blind and Disabled	\$219,300	\$58,400	\$277,700	
<u>LIBRARY DEVELOPMENT</u>				
Librarian III Position		\$85,600	\$85,600	
Automotive Technician		\$6,500	\$6,500	
Previous Other Reductions	\$190,200		\$190,200	
Total Library Development	\$190,200	\$92,100	\$282,300	
<u>LIBRARY RESOURCES</u>				
CLEF Grant Reductions	\$274,200	\$17,700	\$291,900	
Lending Support Program		\$26,000	\$26,000	
Pioneer Database	\$48,300	\$50,000	\$98,300	
Previous Other Reductions	\$69,600		\$69,600	
Total Library Resources	\$392,100	\$93,700	\$485,800	
Total Library Reductions	\$801,600	\$244,200	\$1,077,200	
FY2012 Percentage of Reduced General Fund Appropriation		5.4%		
Cumulative Percentage of Reduced General Fund Appropriation			20.36%	



USL Staff Reports to the
State Library Board
December 12, 2010 – March 30, 2011

Director's Report
Donna Jones Morris, State Librarian

Legislative Session

The USL Budget was presented this year by the Department of Community and Culture Executive Director Michael Hansen to the Business, Economic Development and Labor Committee. There were many discussions and data given to the legislature and the budget analyst by USL. When the FY2012 budget was approved it was \$244,200 less than FY2011, or a 5.4% drop in the General Fund appropriation. Since FY2010 there has been a 20.36% (\$1,077,200) reduction in the General Fund appropriation. (See the last page of this report for details.)

The FY2012 reduction includes the loss of two full-time positions and the funds for those positions, one Librarian III in Library Development and one Warehouse Worker II in the Blind and Disabled Program. Funds were reduced in the FY2012 budget in the Library Resource Program as listed on the Financial Report.

One of the biggest FY2011 impacts is that USL has been allowed to use budget carry-forward to bring funding for Community Library Enhancement Funds (CLEF) back to almost \$600,000. In FY2012 USL will need to have \$291,900 to fully fund CLEF. CLEF is one of the most important programs provided because it enables libraries to purchase services that libraries need for their patrons, when funds to do so are not in the libraries local budgets.

Multistate Center West

The response to the bid for the Multistate Center West (MSCW) contract was completed and submitted March 5th. The MSCW is housed in the USL building, and is contracted to send reading materials/supplies to National Library Service network libraries located west of the Mississippi River. March 30th the Library of Congress informed USL that the Utah bid was accepted and that USL will receive **\$3,783,089** to provide this service for the next five years.

Represented USL

January 7th, Director Morris attended a Chief Officers of State Library Agencies (COSLA) meeting of all state librarians that was held in San Diego, via the phone to save travel costs. She was able to attend only the part of the meeting that was available remotely.

Director Morris, Grants Coordinator Sara Weaver and Consultant Steve Matthews attended the IMLS Grants to States workshop in Baltimore, MD on March 14th through 16th to receive vital information from IMLS regarding the evaluation of USL's current LSTA Five Year Plan (2008 – 2012), and the development of a new LSTA Five Year Plan (2013 – 2017).

Director Morris represented USL at UEN Steering Committee Meetings December 17th and February 18th.

Director Morris and Administrative Secretary Ronald Van Harten organized the February 24th Metropolitan Area Director's meeting that Director Morris attended at Salt Lake City Public Library.

Director Morris represented USL at the March 4th Utah Library Association Board meeting at Salt Lake County Whitmore Library.

Director Morris and Program Manager Craig Neilson attended the UtahFutures Steering Committee meeting March 10th.

USL was well represented at the annual meeting of school librarians. Director Morris spoke at the opening session of the Utah Educational Library Media Association (UELMA) Conference March 25th at Taylorsville High

School. Youth Services Coordinator Matt McLain attended and along with Director Morris represented USL at the Utah Library Media Supervisors meeting held at UELMA. State Data Coordinator Juan Lee represented USL at an outreach table he coordinated featuring USL services for libraries.

Director Donna Jones Morris and staff members visited the **Governor's Mansion** on March 29th to discuss inventory and organization of the Mansion Library collection.

Media

Director Morris was interviewed by Reporter Sarah Miley from the Tooele Transcript on January 11th concerning Tooele County Bookmobile service provided through the Utah State Library contract with Tooele County. USL Communication Specialist Jeri Openshaw coordinated and assisted with the interview. The interview resulted in an article that spanned over half of two newspaper pages.

Director Morris was interviewed by Reporter Cathy Allred from the Provo Daily Herald on February 17th for an article about Utah County-Cedar Fort Bookmobile service.

On March 10th Disney Radio interviewed Director Morris. This was organized by Communication Specialist Openshaw, who assisted with the thirty minute interview which aired March 27th.

Recognition

Director Morris and State Library Data Coordinator Lee were awarded the Institute of Museum and Library Services **John G. Lorenz Award** for timely and accurate submission of State Library Agency data for Fiscal Year 2009."

Staff Changes

Douglas Livsey	12-27-10	Bookmobile Supervisor passed away
Sara Wever	1-3-11	Continued as Bookmobile Supervisor working with Program Manager Cheryl Mansen
Bessie Oakes	1-31-11	Blind and Disabled Program Manager retired
Lisa Nelson	2-1-11	Librarian III was selected as the new USL Blind and Disabled Program Manager
Sarah Pitkin	3-18-11	Librarian III was designated supervisor of: Library Tech III Jan Sonshine Library Tech I Michael Harris Office Tech II Sharon Chalmers Warehouse Worker I Vince Silas
Ronald Van Harten	3-18-11	Administrative Secretary was designated supervisor of: Contracts Analyst Julie Anderson Executive Secretary MaryEllen Martinez Executive Secretary Diana Walker Library Tech II Vicki Smith

Marketing and Public Relations Jeri Openshaw, Communications Specialist

Press Activity

Northern Utah Senior Directory Ad campaign for Blind and Disabled Services runs through January 2012 . January 20th Tooele Transcript Reporter Sarah Miley rolls out "Words on Wheels" reporting that Tooele Bookmobile has served rural communities for over 50 years.

Appointment of new Program Manager Lisa Nelson reported on February 3rd by Associated Press, CW30, KSL and Main Street Business Magazine.

February 18th Provo Daily Herald Reporter Cathy Allred wrote about a popular mobile library, Cedar Fort Bookmobile.

PROJECTS

Communications Specialist Openshaw developed USL Executive Summary design and content and is now posted on USL web site: http://library.utah.gov/documents/Executive_summary2011.pdf



Communications Specialist Openshaw attended monthly KUED Reading Marathon meetings – the actual event took place on January 22nd and USL displayed items pertaining to blind and disabled services. Over 3500 people attended the exhibit which focuses on literacy for everyone. USL's Michael Harris Brailled the names of the attendees on Braille alphabet cards provided by the Library of Congress. It is a very popular exhibit at the annual event. This will be the fifth year USL has been involved.

She attended four Utah Cultural Alliance meetings and one retreat. Meetings revolved around planning the legislative forums and determining what cultural issues to focus on in 2011. Forums will include Andrea Wilko.

Communications Specialist Openshaw contacted Utah Senator Reed Smoot's grandson – Reed Smoot and the Senator's cousin Kathryn Egan regarding ideas for the upcoming celebration of 80 years of the talking book. USL will put together displays and plan events that all Utah libraries can participate in.

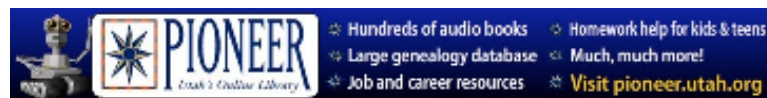
Communications Specialist Openshaw contacted Gail McCollough from the SLC Main library who will work with USL to display items from 80 years of the talking book.

She is preparing collateral materials to send out with consultants to Utah libraries celebrating 80 years of the talking book. Materials will include information on Reed Smoot – the Utah Senator who sponsored the bill 80 years ago.



Communication Specialist Openshaw has placed many promotional items on YouTube which include PSAs and other video captures that spotlight USL services.

She attended PIONEER – Utah's Online Library meeting and discussed ideas for a different way to promote it. She is working with FOX13 TV on a web-based PIONEER media campaign to include this animated character.



Communications Specialist Openshaw identified and distributed materials for blind and disabled services to government agencies and other organizations that would be suitable sources to place outreach. Developing additional materials to place in appropriate offices

She registered with Jennifer Powell at OCLC to use promotional materials for the Geek Your Library Campaign. Have determined the campaign will be a good theme for National Library week in April 2011. Have had several conversations with Jennifer and are working on details of the campaign.

Communications Specialist Openshaw is working with Continuing Education Coordinator Colleen Eggett to schedule a media/communications training for librarians and USL staff – it will focus on proper use of social networking and national social networking attorney Randy Dryer will be the guest on April 26, 2011.

Communications Specialist Openshaw attended Social Media Training offered free through Fluid Studio Educational Training. Will share info and powerpoint presentation with USL staff.

She scheduled PIONEER quick facts to air on KSL's Business Report with Chris Redgrave – these will air frequently during the "Speaking on Business" report.

Communications Specialist Openshaw developed materials to send to NLS for the Library of the Year Award March 10th.

Communications Specialist Openshaw attended Adobe Photoshop training through CareerTrack and developed a new brochure for UPLIFT trainings.

Library Development **Cheryl Mansen, Assistant Director and Program Manager**

State Data

State Data Coordinator Lee published the data from Utah cities annual reports found at: <http://library.utah.gov/programs/development/statistics/index.html> there are PDF and XLS forms of the data analysis. Annual Report data from Utah counties is due March 31st, and the full Utah Annual Report Data is due to NCES in June.

Youth Services

Youth Services Coordinator McLain has traveled to 41 libraries and branches to introduce himself and promote USL services. Coordinator McLain will be conducting an advanced UPLIFT training for teen services in three locations in April (Brigham City, USL, and Washington County). He will have a "Youth Services in Utah" session at ULA on May 13 at 3 pm. For more information: <http://library.utah.gov/programs/youth/summerReading.html>.

Summer Reading Program

Coordinator McLain announced the "You Are Here" video competition for teens. Teens will create a short video that can be used for the 2011 Summer Reading Program. The Utah winner will receive \$250. Teens across America could see the winning video. The deadline for submissions was March 26, 2011.

LSTA

Grants Coordinator Wever completed and mailed the USL approved LSTA State Program Report for the period October 1, 2008 through September 30, 2010. The report described and itemized the USL use of Institute of Museum and Library Services (IMLS) provided LSTA funds.

Coordinator Wever and Consultant Matthews are working with Utah State University individuals conducting studies to evaluate USL's efforts to communicate with their constituents. This study is a part of the formal evaluation required by IMLS, which is due spring of 2012 and the new plan is due June 2012.

DCC Capital Facilities Grant Applications

USL website has the 2011 Application at: <http://library.utah.gov/grants/capfacilities/index.html> Applications are due no later than June 1, 2011. The online electronic application is being prepared and should be available by April 1.

The Legislature did not fund any of the 2010 projects prioritized by the USL State Library Board.

Outreach

Coordinator Lee and Communications Specialist Openshaw represented USL interests at the Utah Center for the Book organization meeting on March 2nd.

Coordinator Lee represented USL at the UEN American Indian Film Festival steering committee meeting on February 15th that is planning the film festival to take place in the fall of 2011 throughout the State in public facilities, including public libraries.

Coordinator Lee launched a new USL resource web page for tribal libraries on January 5th at: <http://library.utah.gov/programs/tribal/index.html>

Coordinator Lee also posted the Snapshot 2011: One Day in the Life of Utah Libraries wiki at <http://utahlibrariesnapshot.pbworks.com>

Coordinator McLain attended ILEAD U in Springfield, Illinois February 27th through March 1st. ILEAD U (Illinois Lead, Explore, Apply, and Discover) is funded through the Institute of Museum and Library Services and was originally designed for librarians in Illinois to develop leadership, collaboration, and technology skills. In this program librarians identify a community need and work together, develop leadership skills and create a technological resource to help fulfill the need.

Coordinator McLain met with librarians from ten other State Libraries to determine how to adapt the project including the strategic partnerships, best practices, and leadership and collaboration skills to their individual State Libraries. Coordinator McLain stated that "this project could dovetail nicely with the 21st Century Libraries project

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Other Blind and Disabled Revenue	\$260,000	\$264,400		
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	FY2010	FY2011	FY2011	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
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Total Administration	\$31,400	\$ -	\$31,400	
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Warehouse Worker		\$ 58,400	\$58,400	
Previous Other Reductions	\$219,300		\$219,300	
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State Library Board
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Director's Report
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The FY2012 reduction includes the loss of two full-time positions and the funds for those positions, one Librarian III in Library Development and one Warehouse Worker II in the Blind and Disabled Program. Funds were reduced in the FY2012 budget in the Library Resource Program as listed on the Financial Report.

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Communications Specialist Openshaw contacted Utah Senator Reed Smoot's grandson – Reed Smoot and the Senator's cousin Kathryn Egan regarding ideas for the upcoming celebration of 80 years of the talking book. USL will put together displays and plan events that all Utah libraries can participate in.

Communications Specialist Openshaw contacted Gail McCollough from the SLC Main library who will work with USL to display items from 80 years of the talking book.

She is preparing collateral materials to send out with consultants to Utah libraries celebrating 80 years of the talking book. Materials will include information on Reed Smoot – the Utah Senator who sponsored the bill 80 years ago.



Communication Specialist Openshaw has placed many promotional items on YouTube which include PSAs and other video captures that spotlight USL services.

She attended PIONEER – Utah's Online Library meeting and discussed ideas for a different way to promote it. She is working with FOX13 TV on a web-based PIONEER media campaign to include this animated character.



Communications Specialist Openshaw identified and distributed materials for blind and disabled services to government agencies and other organizations that would be suitable sources to place outreach. Developing additional materials to place in appropriate offices

She registered with Jennifer Powell at OCLC to use promotional materials for the Geek Your Library Campaign. Have determined the campaign will be a good theme for National Library week in April 2011. Have had several conversations with Jennifer and are working on details of the campaign.

Communications Specialist Openshaw is working with Continuing Education Coordinator Colleen Eggett to schedule a media/communications training for librarians and USL staff – it will focus on proper use of social networking and national social networking attorney Randy Dryer will be the guest on April 26, 2011.

Communications Specialist Openshaw attended Social Media Training offered free through Fluid Studio Educational Training. Will share info and powerpoint presentation with USL staff.

She scheduled PIONEER quick facts to air on KSL's Business Report with Chris Redgrave – these will air frequently during the "Speaking on Business" report.

Communications Specialist Openshaw developed materials to send to NLS for the Library of the Year Award March 10th.

Communications Specialist Openshaw attended Adobe Photoshop training through CareerTrack and developed a new brochure for UPLIFT trainings.

Library Development **Cheryl Mansen, Assistant Director and Program Manager**

State Data

State Data Coordinator Lee published the data from Utah cities annual reports found at: <http://library.utah.gov/programs/development/statistics/index.html> there are PDF and XLS forms of the data analysis. Annual Report data from Utah counties is due March 31st, and the full Utah Annual Report Data is due to NCES in June.

Youth Services

Youth Services Coordinator McLain has traveled to 41 libraries and branches to introduce himself and promote USL services. Coordinator McLain will be conducting an advanced UPLIFT training for teen services in three locations in April (Brigham City, USL, and Washington County). He will have a "Youth Services in Utah" session at ULA on May 13 at 3 pm. For more information: <http://library.utah.gov/programs/youth/summerReading.html>.

Summer Reading Program

Coordinator McLain announced the "You Are Here" video competition for teens. Teens will create a short video that can be used for the 2011 Summer Reading Program. The Utah winner will receive \$250. Teens across America could see the winning video. The deadline for submissions was March 26, 2011.

LSTA

Grants Coordinator Wever completed and mailed the USL approved LSTA State Program Report for the period October 1, 2008 through September 30, 2010. The report described and itemized the USL use of Institute of Museum and Library Services (IMLS) provided LSTA funds.

Coordinator Wever and Consultant Matthews are working with Utah State University individuals conducting studies to evaluate USL's efforts to communicate with their constituents. This study is a part of the formal evaluation required by IMLS, which is due spring of 2012 and the new plan is due June 2012.

DCC Capital Facilities Grant Applications

USL website has the 2011 Application at: <http://library.utah.gov/grants/capfacilities/index.html> Applications are due no later than June 1, 2011. The online electronic application is being prepared and should be available by April 1.

The Legislature did not fund any of the 2010 projects prioritized by the USL State Library Board.

Outreach

Coordinator Lee and Communications Specialist Openshaw represented USL interests at the Utah Center for the Book organization meeting on March 2nd.

Coordinator Lee represented USL at the UEN American Indian Film Festival steering committee meeting on February 15th that is planning the film festival to take place in the fall of 2011 throughout the State in public facilities, including public libraries.

Coordinator Lee launched a new USL resource web page for tribal libraries on January 5th at: <http://library.utah.gov/programs/tribal/index.html>

Coordinator Lee also posted the Snapshot 2011: One Day in the Life of Utah Libraries wiki at <http://utahlibrariesnapshot.pbworks.com>

Coordinator McLain attended ILEAD U in Springfield, Illinois February 27th through March 1st. ILEAD U (Illinois Lead, Explore, Apply, and Discover) is funded through the Institute of Museum and Library Services and was originally designed for librarians in Illinois to develop leadership, collaboration, and technology skills. In this program librarians identify a community need and work together, develop leadership skills and create a technological resource to help fulfill the need.

Coordinator McLain met with librarians from ten other State Libraries to determine how to adapt the project including the strategic partnerships, best practices, and leadership and collaboration skills to their individual State Libraries. Coordinator McLain stated that "this project could dovetail nicely with the 21st Century Libraries project

we've been discussing. We want to encourage libraries to look beyond materials and see how the library can use community outcomes to direct their plans and become more technologically innovative to assist in service delivery."

Consultant Matthews moderated and Director Morris attended the Utah Library Association Great Issues Forum on the topic of "Today's School Libraries Are Tomorrow's Democracy" on January 13th at the Salt Lake City Library.

Assistant Director Mansen, in partnership with Eccles Health Sciences Library and the Center of Excellence in Women's Health--University of Utah Health Sciences, is administering a grant to sponsor National Women's Health Week and to promote rural libraries as community health information resources.

21st Century Libraries

The anticipated half day pre-conference session at the 2011 ULA Conference was not approved by the ULA Program Board. Therefore, the only 21st Century Library topic presented at ULA Conference will be the 21st Century Trustee presentation, coordinated by Coordinator Lee and ULA Trustee and Friends Roundtable Chair Paul Benner. Staff are working on an alternative presentation to introduce 21st Century Library concepts to the Utah library community.

USL's 21st Century Skills leadership role stated in its Strategic Plan will be established by providing local libraries with a "toolkit" of strategies to help them evolve from wherever they are today into a 21st Century Library for their community. Content for this toolkit is located on the 21st Century Librarianship Wiki at:

<http://21stcenturylibrarianship.wikispaces.com/>

USL is still working to build a collaborative partnership of Utah library organizations including: USL, UALC, UELMA, and ULA, to share resources, lessons learned, and expertise in every aspect of librarianship. USL is also a partner with the Governor's 21st Century Workforce Initiative – UtahFutures.org.

Mobile Libraries

The Bookmobile Program has gone through a number of unexpected changes since the last Utah State Library Board Meeting. Bookmobile Supervisor Livsey lost his long battle with cancer in late December. Since that time Grants Coordinator Wever was assigned to conduct the day-to-day running of the Bookmobile Program, working with Program Manager Mansen. Grants Coordinator Wever has been purchasing books and DVDs for the Bookmobile collections, using LSTA funds. These purchases are used to update and supplement the existing collections of the Bookmobiles statewide. Digital Services Librarian Darci Card has been working on revising the Bookmobile Webpage to meet DCC standards. The revisions and update will provide a site that is customer oriented, with easy to find information and links.

Collection Renewal Project

To assist the materials collections for the mobile libraries during the difficult economic downturn, LSTA funds have been used to revitalize the collections over a three year period. This is the last year of the plan resulting in collections with new and updated materials in children's and adult fiction and non-fiction as well as audiovisuals.

Website Re-design

Efforts are underway to revise and update both the public and private websites for the Bookmobile Program. Revisions will include greater appeal, more friendly usability features and functionality.

USL Annual Mobile Library Conference

Director Morris, Assistant Director Mansen and Mobile library Program Supervisor Wever will host the Annual Conference at USL on June 1st and 2nd. This vital development effort for Mobile Library staff allows them to connect to USL and each other as they receive training and have opportunities to provide valuable information from the field. This year will include training on the statistical reports that the new Symphony ILS provides to analyze and revise services to make improvements for customers and communities. Streamlining services and improving workflows will be key elements of the conference as well.

Utah County Mobile Library

The Utah County Commissioners have requested eliminating 4 stops and reducing 3 others as a response to budget concerns and jurisdiction changes. The reduction of service results in a loss of approximately 8 staff hours/week and will take effect last quarter of this FY. Total quarterly cost reduction to the County is \$4,127.90. Through reallocation of funds in the Utah County Bookmobile budget staff will retain current salary through June 21, 2011.

Library Resources

Craig Neilson, Program Manager

Resource Sharing

The statewide InterLibrary Loan Council of Utah has been revived. This organization, consisting of representatives from all lending libraries in Utah, has been moribund for over a decade. Thanks to the organizational efforts of Continuing Education Coordinator Eggett at USL, this Council once again will be around to supply expertise, input, and encouragement to resource sharing activities among libraries in Utah. Nominations are being accepted for President, VP/President elect, Secretary, Members at large.

USL sponsored a meeting on Feb. 15th wherein a new Interlibrary Loan Code for Utah was adopted. All of Utah's lending libraries were invited; 18 attended in person or via the Internet (Wimba). The policy had been discussed previously by the group, a subcommittee further refined the document, and then it was ready for further discussion and vote on Feb. 15th. All of the lending library directors are now sending in the signed "Interlibrary Loan Code for Utah" to the State Library. This includes largely public and academic libraries.

All Utah library users benefit from healthy, generous resource sharing activities among libraries. Among the issues addressed through the council are ILL fees, types of materials lent, increasing the number of lending libraries, and the encouragement of more cooperative ventures.

In order to benefit new Interlibrary Loan staff, a tutorial was created via Wimba to present the basic steps to completing an interlibrary loan. A link to this archive was presented during the bookmobile meeting on February 28th as an easily accessible link. This tutorial along with others will be rendered through Camtasia and posted to the USL website.

Continuing Education

April's installment of the UPLIFT training series for small library directors features training in children's services. The three-day event features intensive instruction in providing meaningful children's programming and materials on limited budgets. The featured instructor will be esteemed Provo Librarian and author Carla Morris. The training will be held in two locations: Snow College in Ephraim, and the State Library. In conjunction with the Children's Services training, an Advanced Uplift class will be taught in Brigham City, St. George, and at the State Library: Teen Services will be taught by Youth Services Coordinator McLain.

USL will feature a special symposium on facilities building and remodeling on May 4th.

Government Information

New Collections Added

- Utah Vital Statistics, 1939-1997 (Nov 2010, Doug Gould)
- Crime in Utah Reports, 1978-1998 (Nov 2010, Doug Gould)
- Trendlines, 2001-2006 (Nov 2010, Doug Gould)
- Utah Jobs Outlook, 1976-2002 (Nov 2010, Doug Gould)
- Appropriations Reports, 1967-1998 (Nov 2010, Doug Gould)
- Utah Publications Retrieval System, c. 1976-77 (169 publications as of Dec 31, 2010, Doug Gould)
- Quarterly Review, 1967-1975 (Nov 2010, Darci Card)
- Survey Notes, 1976-1996 (Nov 2010, Darci Card)

CLEF Funds

Community Library Enhancement Funds are being distributed to certified public libraries. The funds are distributed according to a formula based on population, need, and effort. This year's Funds total \$565,000.

Encouraging Collaboration

USL is currently soliciting interest in a collaborative ILS project which would provide incentive funds for libraries to collaborate with other libraries in managing a shared ILS system.

Statistics

The downloadable ebooks and audiobooks from Pioneer have seen explosive popularity.

	FY2007	FY2008	FY2009	FY2010	fy2011 est	cost / use
NetLibrary Children's YA				6873	9793	\$3.68
NetLibrary	27,901	39,739	41,514	44185	58,401	\$2.38
Overdrive			19,977	49114	77,524	\$0.49
Media Totals	27,901	39,739	61,491	100,172	145,719	

Blind and Disabled Lisa Nelson, Program Manager

Special Services Coordinator Nelson participated in a live telecourse outreach event with the St. George office of the Division of Services for the Blind and Visually Impaired (DSBVI) on January 28th. Other participants included the Director of the Patient Support Program at the John A. Moran Eye Center, and the Director and staff of DSBVI. Special Services Coordinator Nelson presented information about library services to the audience.

January 10th-12th, National Library Service/Library of Congress Consultant Vickie Collins completed the semi-annual assessment of Utah services to the blind and disabled. She conducted extensive interviews with Administration and all blind line staff members.

Program Manager Bessie Oakes retired January 31, 2011 after 36 years with the Library. An open house was held in her honor and attendees included former colleagues, friends and family. To ease the transition, the hiring process for a new Program Manager began prior to Oakes's retirement. USL's Special Services Coordinator Nelson was hired as Program Manager in January, and assumed duties on February 1, 2011.

USL hired Teksystems to conduct an efficiency study of the Blind Program warehouse and office operations to facilitate the optimization of work flow processes. Teksystems Analyst Tom Hollingsworth will make recommendations and assist with the implementation of efficiencies.

Work resumed with building the USL Reading for the Blind facility at the Utah State Prison after a brief delay. The tentative completion date is late May, 2011.

FINANCIAL REPORT STATE LIBRARY				
FISCAL YEAR FY2011 THRU FEB 28				
			Percent of Year:	66.00%
	FY2010	FY2011		
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General Fund Carryover FY2010		\$235,100		
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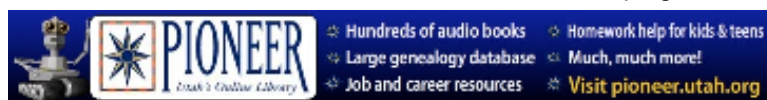
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Utah County Mobile Library

The Utah County Commissioners have requested eliminating 4 stops and reducing 3 others as a response to budget concerns and jurisdiction changes. The reduction of service results in a loss of approximately 8 staff hours/week and will take effect last quarter of this FY. Total quarterly cost reduction to the County is \$4,127.90. Through reallocation of funds in the Utah County Bookmobile budget staff will retain current salary through June 21, 2011.

Library Resources

Craig Neilson, Program Manager

Resource Sharing

The statewide InterLibrary Loan Council of Utah has been revived. This organization, consisting of representatives from all lending libraries in Utah, has been moribund for over a decade. Thanks to the organizational efforts of Continuing Education Coordinator Eggett at USL, this Council once again will be around to supply expertise, input, and encouragement to resource sharing activities among libraries in Utah. Nominations are being accepted for President, VP/President elect, Secretary, Members at large.

USL sponsored a meeting on Feb. 15th wherein a new Interlibrary Loan Code for Utah was adopted. All of Utah's lending libraries were invited; 18 attended in person or via the Internet (Wimba). The policy had been discussed previously by the group, a subcommittee further refined the document, and then it was ready for further discussion and vote on Feb. 15th. All of the lending library directors are now sending in the signed "Interlibrary Loan Code for Utah" to the State Library. This includes largely public and academic libraries.

All Utah library users benefit from healthy, generous resource sharing activities among libraries. Among the issues addressed through the council are ILL fees, types of materials lent, increasing the number of lending libraries, and the encouragement of more cooperative ventures.

In order to benefit new Interlibrary Loan staff, a tutorial was created via Wimba to present the basic steps to completing an interlibrary loan. A link to this archive was presented during the bookmobile meeting on February 28th as an easily accessible link. This tutorial along with others will be rendered through Camtasia and posted to the USL website.

Continuing Education

April's installment of the UPLIFT training series for small library directors features training in children's services. The three-day event features intensive instruction in providing meaningful children's programming and materials on limited budgets. The featured instructor will be esteemed Provo Librarian and author Carla Morris. The training will be held in two locations: Snow College in Ephraim, and the State Library. In conjunction with the Children's Services training, an Advanced Uplift class will be taught in Brigham City, St. George, and at the State Library: Teen Services will be taught by Youth Services Coordinator McLain.

USL will feature a special symposium on facilities building and remodeling on May 4th.

Government Information

New Collections Added

- Utah Vital Statistics, 1939-1997 (Nov 2010, Doug Gould)
- Crime in Utah Reports, 1978-1998 (Nov 2010, Doug Gould)
- Trendlines, 2001-2006 (Nov 2010, Doug Gould)
- Utah Jobs Outlook, 1976-2002 (Nov 2010, Doug Gould)
- Appropriations Reports, 1967-1998 (Nov 2010, Doug Gould)
- Utah Publications Retrieval System, c. 1976-77 (169 publications as of Dec 31, 2010, Doug Gould)
- Quarterly Review, 1967-1975 (Nov 2010, Darci Card)
- Survey Notes, 1976-1996 (Nov 2010, Darci Card)

CLEF Funds

Community Library Enhancement Funds are being distributed to certified public libraries. The funds are distributed according to a formula based on population, need, and effort. This year's Funds total \$565,000.

Encouraging Collaboration

USL is currently soliciting interest in a collaborative ILS project which would provide incentive funds for libraries to collaborate with other libraries in managing a shared ILS system.

Statistics

The downloadable ebooks and audiobooks from Pioneer have seen explosive popularity.

	FY2007	FY2008	FY2009	FY2010	fy2011 est	cost / use
NetLibrary Children's YA				6873	9793	\$3.68
NetLibrary	27,901	39,739	41,514	44185	58,401	\$2.38
Overdrive			19,977	49114	77,524	\$0.49
Media Totals	27,901	39,739	61,491	100,172	145,719	

Blind and Disabled Lisa Nelson, Program Manager

Special Services Coordinator Nelson participated in a live telecourse outreach event with the St. George office of the Division of Services for the Blind and Visually Impaired (DSBVI) on January 28th. Other participants included the Director of the Patient Support Program at the John A. Moran Eye Center, and the Director and staff of DSBVI. Special Services Coordinator Nelson presented information about library services to the audience.

January 10th-12th, National Library Service/Library of Congress Consultant Vickie Collins completed the semi-annual assessment of Utah services to the blind and disabled. She conducted extensive interviews with Administration and all blind line staff members.

Program Manager Bessie Oakes retired January 31, 2011 after 36 years with the Library. An open house was held in her honor and attendees included former colleagues, friends and family. To ease the transition, the hiring process for a new Program Manager began prior to Oakes's retirement. USL's Special Services Coordinator Nelson was hired as Program Manager in January, and assumed duties on February 1, 2011.

USL hired Teksystems to conduct an efficiency study of the Blind Program warehouse and office operations to facilitate the optimization of work flow processes. Teksystems Analyst Tom Hollingsworth will make recommendations and assist with the implementation of efficiencies.

Work resumed with building the USL Reading for the Blind facility at the Utah State Prison after a brief delay. The tentative completion date is late May, 2011.

FINANCIAL REPORT STATE LIBRARY				
FISCAL YEAR FY2011 THRU FEB 28				
			Percent of Year:	66.00%
	FY2010	FY2011		
Revenue by Source	Actual	Budget		
General Fund Base Appropriations	\$4,644,200	\$4,481,800		
General Fund Carryover FY2010		\$235,100		
Federal Funds LSTA	\$1,340,600	\$1,623,300		
Library of Congress Multi State Contract	\$795,000	\$826,000		
County Revenue for Bookmobile Services	\$1,005,700	\$973,000		
Other Blind and Disabled Revenue	\$260,000	\$264,400		
Sale of Surplus Property	\$5,400			
Total	\$8,050,900	\$8,403,600		
	FY2010	FY2011	FY2011	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
Library Administration	\$1,707,900	\$1,781,200	\$1,225,000	68.77%
Library for the Blind and Disabled	\$1,686,900	\$1,653,800	\$1,074,000	64.94%
Library Development	\$ 2,362,600	\$2,694,700	\$1,527,100	56.67%
Library Resources	\$2,058,400	\$2,273,900	\$1,371,900	60.33%
Total	\$7,815,800	\$8,403,600	\$5,198,000	61.85%
UTAH STATE LIBRARY BUDGET REDUCTIONS				
<u>ADMINISTRATION</u>	PREVIOUS	FY2012	TOTAL	
Previous Other Reductions	\$31,400	\$ -	\$31,400	
Total Administration	\$31,400	\$ -	\$31,400	
<u>BLIND AND DISABLED</u>				
Warehouse Worker		\$ 58,400	\$58,400	
Previous Other Reductions	\$219,300		\$219,300	
Total Blind and Disabled	\$219,300	\$58,400	\$277,700	
<u>LIBRARY DEVELOPMENT</u>				
Librarian III Position		\$85,600	\$85,600	
Automotive Technician		\$6,500	\$6,500	
Previous Other Reductions	\$190,200		\$190,200	
Total Library Development	\$190,200	\$92,100	\$282,300	
<u>LIBRARY RESOURCES</u>				
CLEF Grant Reductions	\$274,200	\$17,700	\$291,900	
Lending Support Program		\$26,000	\$26,000	
Pioneer Database	\$48,300	\$50,000	\$98,300	
Previous Other Reductions	\$69,600		\$69,600	
Total Library Resources	\$392,100	\$93,700	\$485,800	
Total Library Reductions	\$801,600	\$244,200	\$1,077,200	
FY2012 Percentage of Reduced General Fund Appropriation		5.4%		
Cumulative Percentage of Reduced General Fund Appropriation			20.36%	



USL Staff Reports to the
State Library Board
December 12, 2010 – March 30, 2011

Director's Report
Donna Jones Morris, State Librarian

Legislative Session

The USL Budget was presented this year by the Department of Community and Culture Executive Director Michael Hansen to the Business, Economic Development and Labor Committee. There were many discussions and data given to the legislature and the budget analyst by USL. When the FY2012 budget was approved it was \$244,200 less than FY2011, or a 5.4% drop in the General Fund appropriation. Since FY2010 there has been a 20.36% (\$1,077,200) reduction in the General Fund appropriation. (See the last page of this report for details.)

The FY2012 reduction includes the loss of two full-time positions and the funds for those positions, one Librarian III in Library Development and one Warehouse Worker II in the Blind and Disabled Program. Funds were reduced in the FY2012 budget in the Library Resource Program as listed on the Financial Report.

One of the biggest FY2011 impacts is that USL has been allowed to use budget carry-forward to bring funding for Community Library Enhancement Funds (CLEF) back to almost \$600,000. In FY2012 USL will need to have \$291,900 to fully fund CLEF. CLEF is one of the most important programs provided because it enables libraries to purchase services that libraries need for their patrons, when funds to do so are not in the libraries local budgets.

Multistate Center West

The response to the bid for the Multistate Center West (MSCW) contract was completed and submitted March 5th. The MSCW is housed in the USL building, and is contracted to send reading materials/supplies to National Library Service network libraries located west of the Mississippi River. March 30th the Library of Congress informed USL that the Utah bid was accepted and that USL will receive **\$3,783,089** to provide this service for the next five years.

Represented USL

January 7th, Director Morris attended a Chief Officers of State Library Agencies (COSLA) meeting of all state librarians that was held in San Diego, via the phone to save travel costs. She was able to attend only the part of the meeting that was available remotely.

Director Morris, Grants Coordinator Sara Weaver and Consultant Steve Matthews attended the IMLS Grants to States workshop in Baltimore, MD on March 14th through 16th to receive vital information from IMLS regarding the evaluation of USL's current LSTA Five Year Plan (2008 – 2012), and the development of a new LSTA Five Year Plan (2013 – 2017).

Director Morris represented USL at UEN Steering Committee Meetings December 17th and February 18th.

Director Morris and Administrative Secretary Ronald Van Harten organized the February 24th Metropolitan Area Director's meeting that Director Morris attended at Salt Lake City Public Library.

Director Morris represented USL at the March 4th Utah Library Association Board meeting at Salt Lake County Whitmore Library.

Director Morris and Program Manager Craig Neilson attended the UtahFutures Steering Committee meeting March 10th.

USL was well represented at the annual meeting of school librarians. Director Morris spoke at the opening session of the Utah Educational Library Media Association (UELMA) Conference March 25th at Taylorsville High

School. Youth Services Coordinator Matt McLain attended and along with Director Morris represented USL at the Utah Library Media Supervisors meeting held at UELMA. State Data Coordinator Juan Lee represented USL at an outreach table he coordinated featuring USL services for libraries.

Director Donna Jones Morris and staff members visited the **Governor's Mansion** on March 29th to discuss inventory and organization of the Mansion Library collection.

Media

Director Morris was interviewed by Reporter Sarah Miley from the Tooele Transcript on January 11th concerning Tooele County Bookmobile service provided through the Utah State Library contract with Tooele County. USL Communication Specialist Jeri Openshaw coordinated and assisted with the interview. The interview resulted in an article that spanned over half of two newspaper pages.

Director Morris was interviewed by Reporter Cathy Allred from the Provo Daily Herald on February 17th for an article about Utah County-Cedar Fort Bookmobile service.

On March 10th Disney Radio interviewed Director Morris. This was organized by Communication Specialist Openshaw, who assisted with the thirty minute interview which aired March 27th.

Recognition

Director Morris and State Library Data Coordinator Lee were awarded the Institute of Museum and Library Services **John G. Lorenz Award** for timely and accurate submission of State Library Agency data for Fiscal Year 2009."

Staff Changes

Douglas Livsey	12-27-10	Bookmobile Supervisor passed away
Sara Wever	1-3-11	Continued as Bookmobile Supervisor working with Program Manager Cheryl Mansen
Bessie Oakes	1-31-11	Blind and Disabled Program Manager retired
Lisa Nelson	2-1-11	Librarian III was selected as the new USL Blind and Disabled Program Manager
Sarah Pitkin	3-18-11	Librarian III was designated supervisor of: Library Tech III Jan Sonshine Library Tech I Michael Harris Office Tech II Sharon Chalmers Warehouse Worker I Vince Silas
Ronald Van Harten	3-18-11	Administrative Secretary was designated supervisor of: Contracts Analyst Julie Anderson Executive Secretary MaryEllen Martinez Executive Secretary Diana Walker Library Tech II Vicki Smith

Marketing and Public Relations Jeri Openshaw, Communications Specialist

Press Activity

Northern Utah Senior Directory Ad campaign for Blind and Disabled Services runs through January 2012 . January 20th Tooele Transcript Reporter Sarah Miley rolls out "Words on Wheels" reporting that Tooele Bookmobile has served rural communities for over 50 years.

Appointment of new Program Manager Lisa Nelson reported on February 3rd by Associated Press, CW30, KSL and Main Street Business Magazine.

February 18th Provo Daily Herald Reporter Cathy Allred wrote about a popular mobile library, Cedar Fort Bookmobile.

PROJECTS

Communications Specialist Openshaw developed USL Executive Summary design and content and is now posted on USL web site: http://library.utah.gov/documents/Executive_summary2011.pdf



Communications Specialist Openshaw attended monthly KUED Reading Marathon meetings – the actual event took place on January 22nd and USL displayed items pertaining to blind and disabled services. Over 3500 people attended the exhibit which focuses on literacy for everyone. USL's Michael Harris Brailled the names of the attendees on Braille alphabet cards provided by the Library of Congress. It is a very popular exhibit at the annual event. This will be the fifth year USL has been involved.

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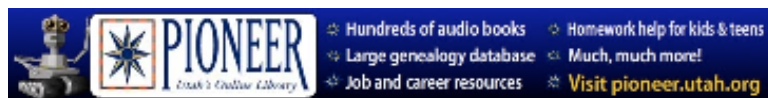
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Director Morris, Assistant Director Mansen and Mobile library Program Supervisor Wever will host the Annual Conference at USL on June 1st and 2nd. This vital development effort for Mobile Library staff allows them to connect to USL and each other as they receive training and have opportunities to provide valuable information from the field. This year will include training on the statistical reports that the new Symphony ILS provides to analyze and revise services to make improvements for customers and communities. Streamlining services and improving workflows will be key elements of the conference as well.

Utah County Mobile Library

The Utah County Commissioners have requested eliminating 4 stops and reducing 3 others as a response to budget concerns and jurisdiction changes. The reduction of service results in a loss of approximately 8 staff hours/week and will take effect last quarter of this FY. Total quarterly cost reduction to the County is \$4,127.90. Through reallocation of funds in the Utah County Bookmobile budget staff will retain current salary through June 21, 2011.

Library Resources

Craig Neilson, Program Manager

Resource Sharing

The statewide InterLibrary Loan Council of Utah has been revived. This organization, consisting of representatives from all lending libraries in Utah, has been moribund for over a decade. Thanks to the organizational efforts of Continuing Education Coordinator Eggett at USL, this Council once again will be around to supply expertise, input, and encouragement to resource sharing activities among libraries in Utah. Nominations are being accepted for President, VP/President elect, Secretary, Members at large.

USL sponsored a meeting on Feb. 15th wherein a new Interlibrary Loan Code for Utah was adopted. All of Utah's lending libraries were invited; 18 attended in person or via the Internet (Wimba). The policy had been discussed previously by the group, a subcommittee further refined the document, and then it was ready for further discussion and vote on Feb. 15th. All of the lending library directors are now sending in the signed "Interlibrary Loan Code for Utah" to the State Library. This includes largely public and academic libraries.

All Utah library users benefit from healthy, generous resource sharing activities among libraries. Among the issues addressed through the council are ILL fees, types of materials lent, increasing the number of lending libraries, and the encouragement of more cooperative ventures.

In order to benefit new Interlibrary Loan staff, a tutorial was created via Wimba to present the basic steps to completing an interlibrary loan. A link to this archive was presented during the bookmobile meeting on February 28th as an easily accessible link. This tutorial along with others will be rendered through Camtasia and posted to the USL website.

Continuing Education

April's installment of the UPLIFT training series for small library directors features training in children's services. The three-day event features intensive instruction in providing meaningful children's programming and materials on limited budgets. The featured instructor will be esteemed Provo Librarian and author Carla Morris. The training will be held in two locations: Snow College in Ephraim, and the State Library. In conjunction with the Children's Services training, an Advanced Uplift class will be taught in Brigham City, St. George, and at the State Library: Teen Services will be taught by Youth Services Coordinator McLain.

USL will feature a special symposium on facilities building and remodeling on May 4th.

Government Information

New Collections Added

- Utah Vital Statistics, 1939-1997 (Nov 2010, Doug Gould)
- Crime in Utah Reports, 1978-1998 (Nov 2010, Doug Gould)
- Trendlines, 2001-2006 (Nov 2010, Doug Gould)
- Utah Jobs Outlook, 1976-2002 (Nov 2010, Doug Gould)
- Appropriations Reports, 1967-1998 (Nov 2010, Doug Gould)
- Utah Publications Retrieval System, c. 1976-77 (169 publications as of Dec 31, 2010, Doug Gould)
- Quarterly Review, 1967-1975 (Nov 2010, Darci Card)
- Survey Notes, 1976-1996 (Nov 2010, Darci Card)

CLEF Funds

Community Library Enhancement Funds are being distributed to certified public libraries. The funds are distributed according to a formula based on population, need, and effort. This year's Funds total \$565,000.

Encouraging Collaboration

USL is currently soliciting interest in a collaborative ILS project which would provide incentive funds for libraries to collaborate with other libraries in managing a shared ILS system.

Statistics

The downloadable ebooks and audiobooks from Pioneer have seen explosive popularity.

	FY2007	FY2008	FY2009	FY2010	fy2011 est	cost / use
NetLibrary Children's YA				6873	9793	\$3.68
NetLibrary	27,901	39,739	41,514	44185	58,401	\$2.38
Overdrive			19,977	49114	77,524	\$0.49
Media Totals	27,901	39,739	61,491	100,172	145,719	

Blind and Disabled Lisa Nelson, Program Manager

Special Services Coordinator Nelson participated in a live telecourse outreach event with the St. George office of the Division of Services for the Blind and Visually Impaired (DSBVI) on January 28th. Other participants included the Director of the Patient Support Program at the John A. Moran Eye Center, and the Director and staff of DSBVI. Special Services Coordinator Nelson presented information about library services to the audience.

January 10th-12th, National Library Service/Library of Congress Consultant Vickie Collins completed the semi-annual assessment of Utah services to the blind and disabled. She conducted extensive interviews with Administration and all blind line staff members.

Program Manager Bessie Oakes retired January 31, 2011 after 36 years with the Library. An open house was held in her honor and attendees included former colleagues, friends and family. To ease the transition, the hiring process for a new Program Manager began prior to Oakes's retirement. USL's Special Services Coordinator Nelson was hired as Program Manager in January, and assumed duties on February 1, 2011.

USL hired Teksystems to conduct an efficiency study of the Blind Program warehouse and office operations to facilitate the optimization of work flow processes. Teksystems Analyst Tom Hollingsworth will make recommendations and assist with the implementation of efficiencies.

Work resumed with building the USL Reading for the Blind facility at the Utah State Prison after a brief delay. The tentative completion date is late May, 2011.

FINANCIAL REPORT STATE LIBRARY				
FISCAL YEAR FY2011 THRU FEB 28				
			Percent of Year:	66.00%
	FY2010	FY2011		
Revenue by Source	Actual	Budget		
General Fund Base Appropriations	\$4,644,200	\$4,481,800		
General Fund Carryover FY2010		\$235,100		
Federal Funds LSTA	\$1,340,600	\$1,623,300		
Library of Congress Multi State Contract	\$795,000	\$826,000		
County Revenue for Bookmobile Services	\$1,005,700	\$973,000		
Other Blind and Disabled Revenue	\$260,000	\$264,400		
Sale of Surplus Property	\$5,400			
Total	\$8,050,900	\$8,403,600		
	FY2010	FY2011	FY2011	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
Library Administration	\$1,707,900	\$1,781,200	\$1,225,000	68.77%
Library for the Blind and Disabled	\$1,686,900	\$1,653,800	\$1,074,000	64.94%
Library Development	\$ 2,362,600	\$2,694,700	\$1,527,100	56.67%
Library Resources	\$2,058,400	\$2,273,900	\$1,371,900	60.33%
Total	\$7,815,800	\$8,403,600	\$5,198,000	61.85%
UTAH STATE LIBRARY BUDGET REDUCTIONS				
<u>ADMINISTRATION</u>	PREVIOUS	FY2012	TOTAL	
Previous Other Reductions	\$31,400	\$ -	\$31,400	
Total Administration	\$31,400	\$ -	\$31,400	
<u>BLIND AND DISABLED</u>				
Warehouse Worker		\$ 58,400	\$58,400	
Previous Other Reductions	\$219,300		\$219,300	
Total Blind and Disabled	\$219,300	\$58,400	\$277,700	
<u>LIBRARY DEVELOPMENT</u>				
Librarian III Position		\$85,600	\$85,600	
Automotive Technician		\$6,500	\$6,500	
Previous Other Reductions	\$190,200		\$190,200	
Total Library Development	\$190,200	\$92,100	\$282,300	
<u>LIBRARY RESOURCES</u>				
CLEF Grant Reductions	\$274,200	\$17,700	\$291,900	
Lending Support Program		\$26,000	\$26,000	
Pioneer Database	\$48,300	\$50,000	\$98,300	
Previous Other Reductions	\$69,600		\$69,600	
Total Library Resources	\$392,100	\$93,700	\$485,800	
Total Library Reductions	\$801,600	\$244,200	\$1,077,200	
FY2012 Percentage of Reduced General Fund Appropriation		5.4%		
Cumulative Percentage of Reduced General Fund Appropriation			20.36%	